

Dear parents/guardians,

Any medication you would like administered at school (this includes all prescriptions and over-the-counter medications) must be accompanied by the DPS “Student Medication Request Release Agreement”. It **must** be filled out in its entirety, or the medication will not be able to be administered at school – no exceptions. Each medication needs its own form.

**Please have your student’s physician fill out the bottom portion of the form, then fill out the parent/guardian portion of the form (the top portion). Make sure the “Medication name”, “Dosage”, and “Time given at School” lines match EXACTLY.**

Additionally, all prescription medications **MUST** have a pharmacy label and the count on the bottle must match the count of tabs/pills/capsules that are in the bottle when dropped off at the school clinic. Over-the-counter meds can be labeled by the school nurse **ONLY** if they are in an un-opened package.

\*\*If your child has an epi-pen, inhaler, or requires insulin administration, the “Care Plans” you obtain from your physician are sufficient and this form does not need to be filled out. (Acceptable forms: Allergy and Anaphylaxis Care Plan, Colorado School Asthma Care Plan, or physician’s Diabetes Care Plan)

Please feel free to contact me with questions!

Valerie Wintler, RN, BSN, School Nurse

[Valerie\\_wintler@dpsk12.org](mailto:Valerie_wintler@dpsk12.org)

Clinic phone #: (720) 424-9340