

Berlin Area School District Medical Procedures



Today's Learners.
Tomorrow's Leaders.

General Information
<ul style="list-style-type: none">All non-prescription and prescription medications must be kept in the health office of the building in which the child is a student.Medication forms may be obtained from the office or online on the District website.Call the District Nurse - Sara Miller, RN at 920.361.2442 ext. 2129 or 920-570-2531 with any questions.
Non-Prescription Medications
<p>Non-Prescription FDA approved medications should be supplied by the parents/guardians. These include oral and topical medications as well as cough/throat drops.*</p> <ul style="list-style-type: none">The package must be labeled correctly and with an appropriate expiration date.Only the recommended amount as stated on the package's directions will be given to your child.If you want your child to have a larger dose, then you must have the student's physician sign for it.Family household members may share the same non-prescription (over-the-counter) medication.Each student must have a completed Non-Prescription Medication Administration Permission form signed and dated by the parent/guardian. The form is available in the school office or on the school's website.**
Prescription Medications
<p>Prescription medications must be supplied by the student's parent or guardian in an original pharmacy-labeled package. Most pharmacists will make two correctly labeled bottles/packages for you, you just need to ask your pharmacist.</p> <ul style="list-style-type: none">The label must specify the following: student's name, the prescription writer's name, the name of the drug, the dose, the effective date and the directions.This label and the written instructions must have the same information.Prescription medications that are considered controlled substances must be brought to school by the parent or guardian. Under no circumstances is a student allowed to carry a controlled substance to or from school.These must be correctly labeled with a pharmaceutical label and will be kept locked at all times at school.Each student must have a completed Prescribed Medication Permission Form signed and dated by both the prescribing medical professional and the parent/guardian.**
Severe Allergies
<ul style="list-style-type: none">Students with severe bee sting and/or food allergies must have a completed Severe Allergy Reaction Medication Authorization Form on file with both the physician and parent/guardian signature.**Parents should supply their child's own epinephrine (such as EpiPen or AuviQ) and diphenhydramine (Benadryl) or other antihistamine as directed by the health care provider.It is very important that the child has his/her own equipment when participating in a field trip.
Inhalers
<ul style="list-style-type: none">Students may carry their own inhalers; however, they must also have an Inhaler Administration Authorization Form on file with both the physician and parent/guardian signature.**

*Non-prescription medications include FDA approved oral ones such as: acetaminophen (Tylenol), Ibuprofen (Motrin, Advil), pseudoephedrine (Sudafed), etc. and topical ones such as triple antibiotic ointment (Neosporin), hydrocortisone cream, anti-fungal cream, diphenhydramine (Benadryl) cream, etc. and any cough or throat drops.

**Medical forms are only valid for the signed academic year. This means that each school year, these forms will need to be completed, even if there's already one on file at your child's school.