



# Millcreek-West Unity Local School

1401 W. Jackson St.

West Unity, OH 43570

PH: 419-924-2365 Website: [www.hilltop.k12.oh.us](http://www.hilltop.k12.oh.us)

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Dear Parents/Guardians,

The following guidelines must be used for prescription medications to be given at school:

1. Any prescription medication, including Epi-pens and inhalers must come to school in its **original container with student's name, correct dosage and time(s) to be given.**
2. The **General Medication Form** must be **completed and signed by the doctor** to insure the correct dosage and time student is to receive any prescribed medication.
3. Each time dosage is adjusted or medication is changed a new **General Medication Form** must be completed and signed by the doctor.
4. **Attention Epi-pen and Inhaler users:** if the student is to self-carry his/her own Epi-pen or Inhaler please check **Self-Carry Authorization** box at the bottom of **General Medication Form**. *Please note those students who are self-carry are required to provide the clinic with an additional Epi-pen or Inhaler.*

This information is required to ensure the administration of medication to your student follows current doctor's orders.

**Please return authorization immediately so we are able to administer medications as ordered without interruption.**

Sincerely,

*Kristen Ewers, RN, BSN*

Kristen Ewers, RN, BSN

School Nurse