

Assisted Administration of Medication Policy

Only medications that are medically necessary and cannot be scheduled outside the hours of the recreation program will be given during the program. No program participant should be in possession of non-prescription or prescription medication of ANY kind without the knowledge of ComedyWorx counselors. Any participant who must receive medication during the program must have on file the appropriate signed medication form PRIOR to attending the program. ComedyWorx counselors will provide basic first aid supplies but will not administer any non-prescription medication (e.g., Advil, Tylenol) without a signed medication administration form.

ComedyWorx counselors maintain, provide, and monitor consumption of both prescription and non-prescription medication. For medications such as inhalers or EpiPens, please contact Rachel LaCava (Rachel.LaCava@gmail.com, 919-357-6567) to discuss handling and administration of the medications.

ComedyWorx teachers ONLY administer medication to participants if:

1. The ComedyWorx Track-out Camp permission form for assisted administration of medication is completed and in the possession of the ComedyWorx counselors.
2. A ComedyWorx counselor will not give medications unless it is in an original container with appropriate medicine contained within, with a visible label including the name of medication, the date of expiration, clear dosage amount and directions with the participant's name CLEARLY INDICATED on the container.

The Parents/Guardians are responsible for the following with ALL medication:

1. Complete, sign, and return as indicated on the appropriate medical form.
2. Provide medication in an original container with visible label including the name of medication, the date of expiration, clear dosage amount and administration directions with the participant's name CLEARLY INDICATED. Note: Inhalers outside the original package must be accompanied by a copy of the original package label noting the above information.
3. Provide new, labeled containers if/when medication changes are made.
4. Parents/guardians must transport medication to the program site and give it directly to ComedyWorx counselors.
5. Parents/guardians must pick up medication at the end of each week/program from ComedyWorx counselors. It is the responsibility of the parents/guardians to ask for the medication to be returned. Medications not picked up at the end of 14 business days following the last day of participation in the program will be disposed of.
6. ComedyWorx counselors will dispose of empty containers (unless otherwise instructed).
7. For prescription medications: The pharmacy label will serve as the physician's authorization for the medication to be administered.
8. For non-prescription medications: The medication must be administered according to the dosage and administration instructions on the original container.
9. Parents/guardians should notify ComedyWorx teachers in writing as soon as possible if there are any changes to instructions for the administration of medication once these forms have been submitted. A new form may be required.
10. If the participant needs to take more than one medication, please attach as many copies of the form on the next page as necessary.

Permission Form for Assisted Administration of Medication

Name of Child: _____ Date: _____

Medicine: _____ Dosage: _____

Method of Administering (i.e., injection, inhaler, etc.) _____

Does Medication require refrigeration? YES NO

Diagnosis: _____

Dates to be administered:

From _____ To _____ Time(s): _____

(Note: We will only dispense medication as per labeled instructions)

Parent's Signature: _____ Phone #: _____

Valid for one week at a time for the length of prescription as stated by physician, e.g.: antibiotic 10 days, unless otherwise stated by physician.

We will not administer any medication without this completed form.

Name of Child: _____ Date Received: _____					
Medicine Received: _____					
	Monday	Tuesday	Wednesday	Thursday	Friday
Time given (AM):					
CWX initials					
Time given (PM):					
CWX Initials					