

Medication Record



Kids@Weldon

Regulation 92: Medication record
 Regulation 93: Administration of medications
 Regulation 94: Exception to authorised requirement – asthma or anaphylaxis emergency
 Regulation 95: Procedure for the administration of medication

Medication **MUST** be in the original packaging and clearly labelled with the child’s name, the prescribed dosage and the medication use by date. Medication **WILL NOT** be administered without written authorisation from a parent/guardian. Expired medication **WILL NOT** be administered.
ALL children with medication returning to a Weldon program must have a medical certificate from a medical practitioner advising the child is not infectious and fit to return.

Date:	date/month/year:	
Child’s full name:		
Name of medication to be administered:		
Medical practitioner prescribing the medication:		
Practitioners telephone number:		
Date of prescription:	date/month/year:	
Use by date of medication:	date/month/year:	
Date and time medication was last administered:	date/month/year: time:	
Dosage of last administration:		
Reasons for medication:		
Storage of medication:		
When symptoms occur - specific symptoms are:		
Time staff need to administer the medication:		
The manner in which medication is to be administered:		
How long does this medication need to be administered for: (maximum long term 3 months)	<input type="checkbox"/> Today only From:/...../..... To:/...../.....	
Long term medication – is there a management plan in place for the administration of this medication?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, do we have a copy of the management plan on file for your child	
Name of approved person (as identified on the enrolment form as authorised to consent to administer medication)		
Parent name:		
Parent signature:		
Date:	date/month/year:	
Staff member receiving the medication:		
Staff member signature:		