

## Play To Learn Early Learning Centre

## **Medication Record**

Regulation 92: Medication record;

Regulation 93: Administration of medication;

Regulation 94: Exception to authorisation requirement—anaphylaxis or asthma emergency;

Regulation 95: Procedure for administration of medication

Medication MUST be in the original packaging and clearly labelled with the child's name, the prescribed dosage and the medication's use by date. Medication will not be administered without written authorisation from a parent/guardian.

Date:	/
Child's full name:	
Name of medication to be administered:	
Use by date of medication:	
Date and time medication was last administered:	// Time:
Dosage of last administration:	
Medical practitioner prescribing the medication:	
Practitioner's phone number:	
Reasons for medication:	
Storage requirements:	
Date of prescription:	
When symptoms occur – specific symptoms are:	
Time to administer the medication:	
How medication needs to be administered:	
How long does this medication need to be administered for:	Today only From/
Parent name:	
Parent signature:	
Date:	//

Date	Dosage	Time medication actually given	How medication was administered	Name & signature of staff administering medication	Name & signature of staff cross checking medication	Parent/Guardian sign when collecting medication