

Medication Record

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	
Date/Time medication was last administered	
Dosage of last administration:	
Reason for medication:	
Storage requirement:	
Dosage to be administered	
Time staff to administer medication	
Any special instructions on how the medication to be administered	
How long does this medication need to be administered for:	<div>Today only</div> <div>Start Date</div> <div>End Date</div>
Parent Name	
Parent Signature	
Date	
Staff member signature receiving medication	

Date	Dosage	Time given	Staff name & signature administering medication	Staff name & signature cross check administering medication	Parent/Guardian sign when collecting medication

