

# Playcentre Aotearoa's Medicine Administration Agreements

## Category iii



**A copy of this record must be retained onsite at Centre for SEVEN years after unenrolment of all children listed**

### Licensing Criteria for Centre-based Education and Care Services 2008 HS28. HS29

#### Category iii Medicines

Definition - a prescription (such as asthma inhalers, epilepsy medication etc) or non-prescription (such as antihistamine syrup, lanolin cream etc) medicine that is:

- used for the ongoing treatment of a pre-diagnosed condition (such as asthma, epilepsy, allergic reaction, diabetes, eczema etc); and
- provided by a parent for the use of that child only.

**Authority required** - a written authority from a parent given at enrolment as part of an individual health plan, or whenever there is a change, detailing what (name of medicine), how (method and dose), and when (time or specific symptoms/circumstances) the medicine should be given.

#### **ACTIONS**

1. *Where category iii Prescription/ Non-prescription medicine is administered on session – This Medicine Administration Agreement must be completed prior to administering medicine. This must be completed whether or not the parent is the one administering the medicine.*
2. *Parental acknowledgement of category iii medicines must be obtained at least every 3 months (i.e. This form re-completed and signed.)*
3. *A Medicine Administration record/form needs to be completed at the time of administration of such medicine.*

Date	Name of Child	Medicine	Directions for Administering the medicine, incl method, dose & timing	Person authorised to administer Medicine	Period of medicine administration (max 3 months)	Name of person who provided training to the authorised person and date provided	Parent Signature authorising administration



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