



## ADMINISTRATION OF MEDICATION FOR KID CENTRAL PARTICIPANTS

Dear Parent,

The following information is designed to help you and your son/daughter comply with the Cosumnes Community Services District Policy and Procedures in relation to the Administration of Medication during the Kid Central Program.

1. No medication (prescription or non-prescription including aspirin, cough drops, etc.) will be dispensed to students or allowed at any Kid Central program without the appropriate form being completed and on file at the Cosumnes Community Services District. If the physician requires a portion of a tablet, pill etc., be dispensed, the parent is responsible for dividing the tablet into the prescribed size.
2. Participants requiring medications during the Kid Central program shall be identified to the Kid Central Staff by the parent/guardian and physician. Participants observed by Kid Central Staff administering unauthorized medications to themselves will be reported to their parent/guardian.
3. The authorization for the Administration of Medication by Cosumnes CSD Personnel is attached to this letter. If you have questions, please call (916) 405-5300 and ask to speak to a Kid Central program supervisor.
4. All participant medication must be in the original container clearly labeled with the child's name and will be kept securely locked in the Kid Central storage area or office. Participants may not carry medication on their person, although exception may be made for students who need medication for potentially life threatening conditions. Such exceptions require physician, parent, and Recreation Supervisor authorization.
5. Parents are required to provide written verification from physician to the Cosumnes Community Services District of any change in the medication or dosage. Physicians may fax form (405-5341) to the Cosumnes Community Services District Kid Central office to authorize medication changes.
6. The Authorization for the Administration of Medication by Cosumnes CSD personnel must be updated annually or whenever any changes are made in the treatment plan.

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Recreation Supervisor II