

### ***Administration of Medication Regulations- 3 Waiver Requests***

***Check the box next to the waiver you are requesting. Checking the box and signing this form denotes that you will comply with the language and conditions set forth in the paragraphs below.***

\_\_\_\_\_  
Program name

\_\_\_\_\_  
Facility ID number

The program (named above) is requesting a waiver for regulation:

Circle the regulation(s) that apply -- 414.11 (g)(11), 416.11(j)(11), 417.11(j)(11) 418-1.11(j)(10) or 418-2.11(i)(11) and 416.11(j)(13)(ii), 417.11(j)(13)(ii) 418-1.11(j)(12)(ii) or 418-2.11(i)(13)(ii).

If this waiver request is approved by the Office, the program will be permitted to allow those persons who are certified to administer medication, to administer over- the- counter medication to children (non-infants) in their care when the child arrives at the day care program with symptoms of illness, or develops symptoms of illness while in care, if the child care provider obtains the parent's written or verbal permission to administer the medication, and the parent's instructions are consistent with the instructions for use on the label of the same medication, including but not limited to precautions related to age and special health conditions.

If the parent's instructions do not match the package instructions, the provider will inform the parent immediately that the provider can not administer the medication until the parent's instructions are verified verbally to the child care provider by a health care provider or licensed authorized prescriber or the child care provider receives written confirmation of the parent's instructions from a health care provider or licensed authorized prescriber. Parental permission and health care provider instructions to administer an over-the-counter medication to an individual child will be valid for one day only. Parental permission and health care provider's written instructions will be required to continue administering the medication on subsequent days except for over-the-counter topical ointments, including sunscreen lotion and topically applied insect repellent, which only requires written parental permission.

The program (named above) is requesting a waiver for regulation:

Circle one 414.11(g)(9) 416.11(j)(9), 417.11(j)(9) 418-1.11(j)(8) or 418-2.11(i)(9)

If this waiver request is approved by the Office this waiver will allow the day care program to store (stock) over-the-counter medications to be used for children in day care who arrive at the program with symptoms of illness or develop symptoms of illness while in care. The provider agrees to act in compliance with the following guidelines:

- The program will not stock **prescription** medication, including EpiPens®.
- Stock medication will be kept in a clean area that is inaccessible to children. In addition, all stock medication will be stored separately from child specific medication.
- Stock medication will be kept in the original container and have the following information on the label or in the package insert.
  - Name of the medication
  - Reasons for use
  - Directions for use including route of administration
  - Dosage instructions
  - Possible side effects and/or adverse reactions
  - Warnings or conditions under which it is inadvisable to administer the medication (contraindications)
  - Expiration date
- Stock medication that is not in single dose packaging will have a mechanism in place to provide a separate device to administer the medication for each child that may need the medication. Once the device has been used for the child (for example: a medicine cup, dosing spoon, oral syringe, etc) it may be disposed of or reused only for that specific child and will be labeled with the child's first and last name.
- In addition, the program will include the procedure for dispensing the stock medication from the container to the device or directly administering to the child without contaminating the stock medication.
- The Program will follow all regulations related to parent or guardian permissions and health care provider instructions.
- All stock medication will be administered using best practice techniques in accordance with the directions for use on the medication package.

The program (named above) is requesting a waiver for regulation:

**Circle one**-- 414.11(g)(10), 416.11(j)(10), 417.11(j)(10) 418-1.11(j)(9) or 418-2.11(i)(10)

that stipulates, in part: ***“any changes in the original medication authorization shall require a provider to obtain new instructions written by the licensed authorized prescriber and a change in the prescription.”***

If this waiver request is approved by the Office, this program will administer medication in its originally labeled bottle when the only changes made by the prescriber are dose, time and/or frequency of administration. The program will document that they received changes from the prescriber regarding a prescription and will promptly notify the staff who are certified to administer medications of these changes. Notification must be made both verbally and in writing.

The program will then mark the original prescription label in such a manner as to signal all staff that a change has been made. All other changes (other than dose, time and frequency) will require that the parent give the program a new consent form and a new prescription bottle detailing the directions for use.

**Waivers will be in effect for one year or until the end of the program’s licensing/registration period.**

\_\_\_\_\_  
Signature of Provider

\_\_\_\_\_  
Signature of Health Care Consultant

\_\_\_\_\_  
Regional Office Manager’s Signature

***This is a two- sided document.***