



Interlake School Division

Medication Administration Record - AP 4010 – F2

Student's Name: _____

Student No: _____ School: _____

Medication	Dosage	Route (e.g. Oral)	Date & Time	Outcome (completed, refused, missed, absent, error)	Signature

In instances where an error in medication administration is made:

- Determine if the error is due to:
 - missed administration;
 - overmedication; or
 - incorrect medication
- Contact the parent or guardian and describe the medication error.
- A course of action should be determined with parent or guardian including
 - contacting the child's physician
 - take child home or to hospital
 - other appropriate course of action
- If parent or guardian cannot be contacted, the school will contact:
 - the prescribing physician and/or;
 - the dispensing pharmacy and/or;
 - the emergency contact listed for the child and/or;
 - the Poison Control Centre (check local telephone directory)