

Long Term Routine Medication

e.g. Ritalin, dexamphetamine, methylphenidate

Long term routine medication is medication that is required routinely for long-term or ongoing management of a specific disorder (e.g. attention deficit hyperactivity disorder) or health condition (e.g. cystic fibrosis, epilepsy, diabetes).

Please be advised that Ritalin/methylphenidate or dexamphetamine are controlled substances and will require additional safety measures.

Documentation required:

1. Diagnosis letter from medical practitioner
2. A completed [consent to administer medication form \(DOCX, 106KB\)](#) for each medication

Medication:

- Must be in its original packaging
- Must have a pharmacy label attached that matches the instructions from the doctor (“as directed” or “as needed” is not acceptable)
- If a ½ or ¼ tablet needs to be administered, please supply a named pill cutter

Guidelines:

- Know how much medication you have given the school and set a calendar reminder for when you need to bring in more.
- Any changes to dose must be accompanied by a letter from the prescribing medical practitioner instructing the change (this over-rides the pharmacy label).
- Refills of medication must be brought to school in the original packaging with correct pharmacy label.
- Refills must be brought to school by an adult.

Diagram 1: Pharmacy label check:

