

Dear Parent(s):

The Smith Sings Summer Program (SSSP) policy on dispensing prescription medicine for participants is stated below. Participants who take prescription medication will receive their scheduled prescription from a registered nurse employed by the program who will dispense and record each dose. Please discuss this policy with your son or daughter to ensure that he or she understands it fully, and then sign one copy and return it to us in the enclosed stamped envelope. Your signatures will verify that you have read and understand the terms of this policy.

Participant Name: _____

Prescription Medication Policy

1. All prescription medications must be maintained in their original containers and be clearly labeled upon a participant's arrival and throughout the Smith Sings Summer Program.
2. Prescription medications will be kept by the Program's Nurse. Exceptions to this will be made by the Director of Health Services upon review of the each participant's completed Medical Information Form. These exceptions may include, for example, medications for asthma, acne, and allergies, as well as others. Notifications of exceptions will be made upon participants' arrival.
3. Daily dosages of prescription medications that are kept by the Program's Nurse will be administered to participants each weekday at a time to be determined by the Nurse. This will be communicated to all parents and participants upon arrival. It is a participant's responsibility to arrive at the Nurse's office in a timely fashion to receive his/her medications. If a participant does not comply with the schedule for receiving prescription medication, the SSSP Residential Director will make every attempt to inform parents promptly. Repeated refusals to comply with the schedule for receiving prescription medications will result in the expulsion of the participant.
4. When appropriate, participants will take their prescription medication witnessed by the nurse or aid. Otherwise, a daily or weekend dose will be given to the participant in an appropriately marked container that then must be kept on the participant's person.
5. Under no circumstances may a participant knowingly share her medications with any one else, or knowingly take another participant's medication. In the event that a participant has reason to believe that someone other than herself has had access to her medication, she must notify the Residential Director immediately.

If a participant should require additional prescription medications in the course of medical care provided by licensed medical professionals during the 2008 SSSP, every attempt will be made to notify parents promptly by phone, and a dated written record of such will be maintained by the Residential Director.

We agree in full to the terms of the Medication Policy as stated above.

Parent Signature(s)

Date

Participant Signature

Date