



MEDICATION SUBMISSION INSTRUCTIONS FOR SPECIAL HEALTH CARE NEED

ASTHMA

If the Part 2 Medical Evaluation indicates asthma of any type, Connecticut OEC licensing regulations require that an inhaler and medication authorization form (MAF) is provided **OR**,

a statement from the physician indicating that the child will not need an inhaler during their time at the ERfC program. **THERE ARE NO EXCEPTIONS TO THIS REQUIREMENT.**

ALLERGY REQUIRING EPI PEN

Per OEC regulations, a physician-completed MAF and TWO Epi Pens must be provided. The pens must be in their original packaging, clearly labeled with the prescription, and not expired.

ORALLY INGESTED MEDICATIONS

Any medications taken orally that are to be administered at any ERfC program (including over-the-counter medications), require a physician-completed MAF. OTC medication must be in its original container, unopened, clearly labeled with the child's name, and not expired. Prescription medications must be in a pharmacy bottle and clearly labeled with the prescription.

ALL PRESCRIPTION AND OTC MEDICATIONS MUST BE DELIVERED TO THE ERfC ADMINISTRATIVE OFFICE AT 119B POST RD. AT LEAST 5 BUSINESS DAYS BEFORE ATTENDING ANY PROGRAM.

MEDICATION CHECKLIST:

1. An authorization to administer the medication form (MAF), one for EACH prescribed or OTC medication.
2. The medication, in the original container, clearly labeled and not expired, placed into a sealed, Zip lock-type bag labeled with the child's name. OTC oral medications must be unopened and in their original package.
3. **The MAF order MUST match the prescription order on the medication's container.**
4. A completed Asthma Action Plan or Allergy Action Plan* form signed by the parent or guardian.

***INDIVIDUAL HEALTH CARE PLAN**

An individual health care plan (IHCP) must be developed with the child's parent, health care provider and/or ERfC, and updated as necessary. The plan shall include the appropriate care of the child while at the program or in the event of a medical or other emergency and shall be signed by the parent(s) and staff responsible for the care of the child.

All forms may be obtained by calling 860-253-9935, email to mychild@erfc.us, or printed off the ERfC website at www.erfcinc.org.