

REDUCING MEDICATION DOSE COUNT

Pathway: Main Menu > Health Office > Student Health > Medications

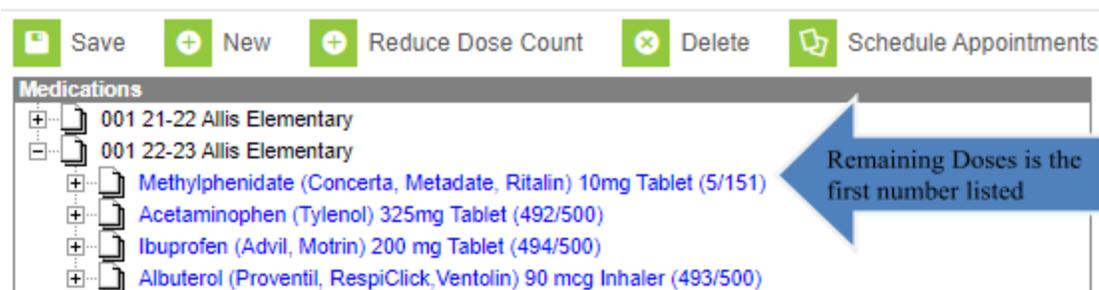
The School Nurse can reduce a medication dose count in Infinite Campus for a number of reasons:

1. Medication dose lost due to being dropped, spilled or spit out by student.
2. Medication dose count entry error
3. Medication dose or doses returned to parent/guardian
4. Medication is discontinued due strength, dose, form, or route change or due to change in medication (refer to discontinuing medication instructions)

Select student's IC record

Select the medication for which the dose count needs to be reduced.

Note the number of remaining doses for that medication.



Click on **Reduce Dose Count** icon

Reduce Dose Count by entering either the number of doses that have been returned to a parent/guardian, spilled/dropped/spit out by student, or the total number of remaining doses if reducing a dose count to zero to discontinue a medication (refer to [Discontinuing a Medication](#) instruction).

NOTE: No need to reduce dose count to zero at the end of the school year as this is completed by Central Office staff.

Select **Dose Reduction Reason** from the drop down menu. (Medication Discontinued, medication spilled/dropped, spit out by student (behavior), end of school year, priming, medication expired, transfer schools, or returned to parent/guardian.)

Select your name from the **Recorded by** drop down field.

Date defaults to current date but can be changed, if needed.

Narrative text can be added to **Comments** box to clarify reason for reducing dose count.

Medication Dose Detail		
*Medication Name Methylphenidate (Concerta, Metadate, Ritalin)	*Reduce Dose count by 5	
*Dose Reduction Reason DC: Medication Discontinued ▼	*Recorded By Sebranek, Dawn ▼	*Created Date 06/14/2023 
Comments Medication discontinued, beginning a new medication.		

Click **Save**.

NOTE: Any student with a documented **Health Condition**, who is taking medication at school, should have an updated note under the respective health condition when a medication is discontinued or a change has been made.