Health Office Reminders

The CCHS Health Office is preparing to welcome our new and returning students. To ensure a smooth transition to the new school year, we would like to remind you of a few requirements.

Please make sure the Health Office has a copy of your student's latest **physical examination and immunization record** on file. Please complete the **Student Emergency Health form** for each of your students attending CCHS. This can be accessed through the parent portal of Aspen. Once in Aspen, click on the Health Information link at the top of the page. This form asks for a brief medical history, emergency contact information and allows you to give the School Nurses permission to administer acetaminophen, ibuprofen and cough drops to your student during the school year, if necessary. **We cannot administer any of these medications without online parent permission. A completed form is also required for students to attend school field trips.**

For Students Requiring Prescription or Over-the-Counter Medication during the school day: If you anticipate that your student will be receiving prescription or over-the-counter medication (other than acetaminophen, ibuprofen or cough drops) during the school year, please have their physician complete a **Medication order form**. This can be found on the school Health Services website. **Both physician and parent signatures are required for medication to be administered during school hours.** All medication must be brought to the Health Office by a parent/guardian or a designated adult in pharmacy labeled containers with information regarding dose times and special considerations. We can only accept up to a 30-day supply of medication. Students can carry emergency epinephrine, inhalers, pancreatic enzymes and diabetic supplies with appropriate orders on file in the Health Office, parent consent and after talking with the school nurse. **No other medications can be carried at school**.

For Students with Asthma:
Please have your student's physician complete and sign a **MA Asthma Action Plan**. The plan needs to be **signed by both the physician and parent** and returned to the Health Office. This will be used as the medication order form as well as self-administration approval. Students should be instructed to report to the Health Office if they do not obtain relief of asthma symptoms after using their inhaler, or if they need to use it sooner than directed. Students who need to use their inhaler prior to physical education should do so before changing for their class to ensure its full effectiveness before exercise. Students are encouraged to carry their inhaler at all times and may keep a backup in the Health Office, if you would like.

For Students with Life-Threatening Allergies Requiring Epinephrine:
Please have your student's physician complete and sign an **Allergy Action Plan** for students with severe allergies. The plan needs to be **signed by both the physician and parent** and returned to the Health Office. Students are encouraged to carry their own EpiPens with them at all times. A backup EpiPen can be kept in the Health Office. Please ensure that the EpiPen in your student's backpack is current and have your student stop in the Health Office at the beginning of the school year to review its use.

Students are welcome to stop by the Health Office anytime to discuss their health needs. Thank you for the privilege of being part of their health care team. Please feel free to contact us at any time with questions or concerns.

All documents can be emailed to healthservices@concordcarlisle.org

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