

Medicine Policies

1. The center will only administer medication for chronic conditions and allergic reactions as prescribed by a physician. The center must receive a written statement from the physician. (This can be faxed or emailed.)
2. Prescribed medication must be clearly labeled and is required to be in the original container or it will not be tolerable for distribution per DHHS.
3. Expired medication is not allowed to be distributed to the child.
4. A medicine cabinet is provided for medication and will be kept locked.
5. Medication and a copy of the written statement from the physician must be given to the Directors to be distributed. (Please do not give to the teachers.)
6. Over the counter diaper ointments, sunscreens, insect repellants, topical teething ointments, lotions, creams and powders may be given if the parent completes an ointment permission slip.
7. Ointment permission slips are valid for up to 12 months and are kept in each classroom. You can obtain an ointment permission slip from one of the Directors.

Sick Policy

1. At least one member of our staff will always be present with CPR and First Aid Training. It is our mandate that all Direct Care Staff will be certified.
2. Children will be excluded to attend Elite Childcare Academy due to illnesses and/or specific contagious and infectious diseases such as: (fever, diarrhea, vomiting, measles, chicken pox, etcetera) minimum lasting 48 hours after last episode or scabbed over.
3. Exclusion of children will be adhered to the Director's office, where they can rest and lie down; while waiting to be picked up.
4. First aid kit on site includes (thermometer, band-aids, tweezers, gauze, tape)
5. All immunizations are required prior to enrollment, accompanied with a copy of the child's health records showing type and date of immunizations.

I have closely read Elite Childcare Academy's policies and procedures for administering medications. If my child should need medicine while attending Elite Childcare Academy I will follow these policies.

Parent's Signature _____ Date _____

Parent's Signature _____ Date _____