

## Richland Parish School Board

# MEDICATION PACKET

1. Have the MEDICATION ORDER form inside the packet completed by your child's doctor.
2. Have the prescription filled at the pharmacy. Let them know the medicine will need to be given at school. Tell them that a separately labeled bottle for the school is needed!
3. Call the School Nurse for an appointment.
  - School nurse for Delhi schools, Mangham schools, and Holly Ridge: Bobbie Lord, RN  
(Cell 318-669-1124)
  - School nurse for Rayville schools, and Start: Wendi Chevalier, RN  
(Cell 318-669-1131)
4. Bring to the appointment:
  - The medicine the child is to receive at school (in the properly labeled bottle from the pharmacy)
  - The completed MEDICATION ORDER form
  - The other completed forms inside the MEDICATION PACKET.
5. After the appointment has taken place and all forms have been completed, the School Nurse will bring the medicine to the child's school, and then he/she will be able to receive medicine at school.