



WEST SIDE MONTESSORI

Topical Ointments & Creams

REQUEST FOR THE ADMINISTRATION OF TOPICAL OINTMENTS AND/OR CREAMS BY AUTHORIZED PRESCHOOL STAFF MEMBER

Rule 3301-37-10-A% of the Ohio Administrative Code specifies for the purpose of diapering the requirements for administering topical ointments and/or creams provided by parents to children in preschool programs in public schools or chartered non-public schools. This form must be completed as outlined below.

SECTION I: WRITTEN INSTRUCTIONS FOR ADMINISTRATION OF TOPICAL OINTMENTS AND CREAMS

I hereby request and give permission to the authorized preschool staff member to administer the following to my child:

NAME OF CHILD _____ BIRTHDATE _____

NAME OF OINTMENT, CREAM OR LOTION _____

SIGNATURE OF PARENT _____ DATE _____

SPECIAL INSTRUCTIONS:

**** WRITTEN INSTRUCTIONS SHALL BE VALID NO LONGER THAN THREE MONTHS ****

SECTION II: WRITTEN INSTRUCTIONS FOR ADMINISTRATION OF THE OINTMENT CREAM OR LOTION WHEN USED FOR SKIN IRRITATIONS, OR MANIFESTATION OF SKIN IRRITATIONS.

NAME OF CHILD _____ BIRTHDATE _____

NAME OF OINTMENT, CREAM OR LOTION _____

SIGNATURE OF PARENT _____ DATE _____

SPECIAL INSTRUCTIONS:

**** WRITTEN INSTRUCTIONS SHALL BE VALID NO LONGER THAN 14 CONSECUTIVE DAYS ****