

School Health Services Medication Discrepancy Report

Date:				
Description of Discrepancy: Check the appropriate box and enter the number of units (e.g. pills, tablets, milliliters) by which the count is incorrect.	□ Current count (actual medication on hand) is greater than the calculated amount by units. □ Current count (actual medication on hand) is less than the calculated amount by units.			
Discrepancy Verified: Initial that each action was performed. Each should be verified by two employees. (Use the space on the back to provide the full names for employees who verified the discrepancy.)	: The amount listed as the Beginning Count on the Medication Inventory Sheet is the same as the amount listed as the previous Current Count. : The math calculations were double checked. : The medication was counted again. : The student's medication record was checked to determine if the number of doses noted as given appears accurate.			
List all employees with access to the medications during the time frame in question:				
Describe the reason for the discrepancy. If unknown, write unknown.				
Describe the reason for the alest oparity. It arrives the arrives arrives the				
On the back of this form document your plan for preventing a future discrepancy. Note whether DHEC Bureau of Drug Control and/or local law enforcement were notified.				
0:1				
Signature of School Prince	cipal Signature of School Nurse			

Print Name	Signature (with cred	dentials)	Initials
Medic	cation Discrepanc	y Prevention Plan	
NOTE: The school principal and/or the so of Drug Control (803.896.0636) in cases o (several doses). Until local law enforcem administering or assisting students with medication is given. If diversion of control DHEC Bureau of Drug Control, the emplo discovery of the alleged misconduct. Coregarding the process for making the not	f recurring shortages or ent and/or DHEC Bureau medications must be obs olled substances by a lic yer must notify the Board ntact the Board of Nursin	loss of significant quantities of control of Drug Control completes its invest served by a second school employee ensed nurse is suspected, in addition of Nursing not more than 15 busine	olled substances igation, persons each time that a n to contacting the ss days from
Signature of School Princ	ipal	Signature of School Nurse	9