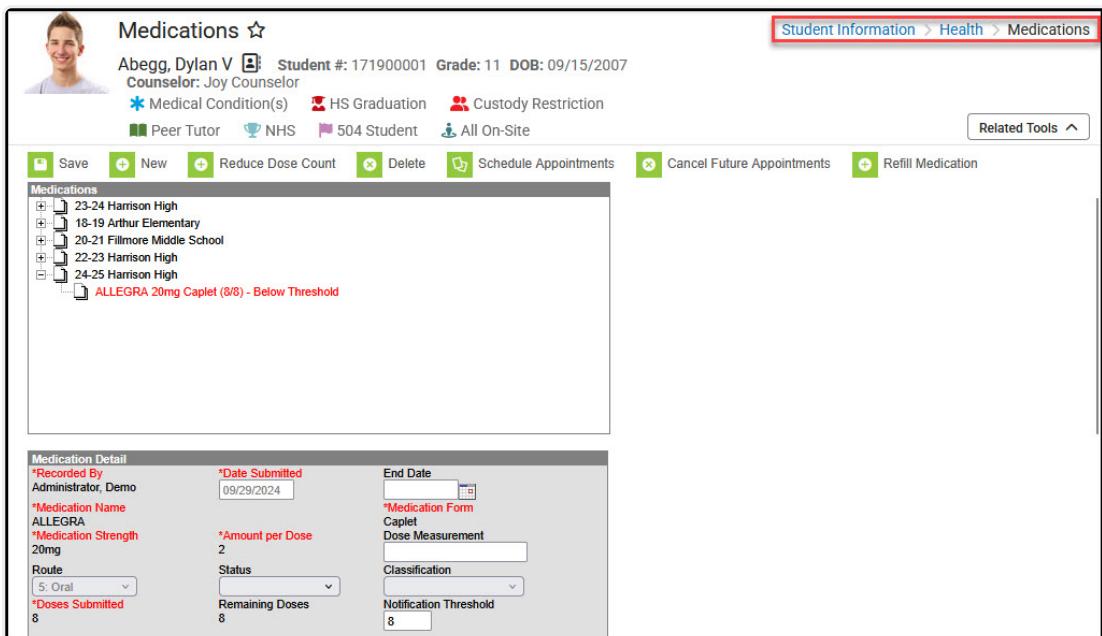


# Medications Tool Rights

Last Modified on 12/14/2025 8:45 pm CST

Health Office staff use the **Medications** tool to record information about student medications that are managed and dispensed for students enrolled in their school. Users of this tool can also schedule and manage appointments for students to visit the Health Office for their medication refills.

See the [Medications](#) article to learn how to use this tool.



The screenshot shows the 'Medications' tool interface. At the top, there is a student profile for 'Abegg, Dylan V' with a photo, student number, grade, and DOB. Below the profile are several status indicators: Medical Condition(s), HS Graduation, Custody Restriction, Peer Tutor, NHS, 504 Student, and All On-Site. A 'Related Tools' dropdown is visible. The main area displays a list of medications with checkboxes and a note about 'ALLEGRA 20mg Caplet (8/8) - Below Threshold'. Below this is a 'Medication Detail' form with fields for Recorded By (Administrator, Demo), Date Submitted (09/29/2024), End Date, Medication Name (ALLEGRA), Medication Strength (20mg), Amount per Dose (2), Status, Dose Measurement, Classification, Route (5: Oral), and Doses Submitted (8). Remaining Doses is also listed as 8.

Student Information > Health > Immunizations

The Office Visit subright is needed to schedule, reschedule/update, and delete appointments from within the Medications tool. Even with full rights to the Student Information > Health > Office Visits tool, a user is not to add, change, or delete scheduled office medication visits from the Medications without corresponding rights within the Medications tool.

## Related Tool Alert

Medication Appointments display in the [Health Office Calendar](#) once they are created. When a medication is recorded as having been given to a student during an [Office Visit](#), Remaining Doses is updated in the Medication tool.

This tool displays in both **Student Information > Health** and **Health Office > Student Health**.

**Student Health Tool Rights Assignment:** When tool rights are assigned to *Student Information > Health > Medications*, the same tool rights are also assigned to *Health Office > Student Health > Medications*.

## Available Tool Rights

Subrights in ***italics***

R	W	A	D
<ul style="list-style-type: none"><li>Access and view a student's medication records.</li></ul>	<ul style="list-style-type: none"><li>Edit Medication Details for existing medications (some fields may be disabled and therefore non-editable).</li></ul>	<ul style="list-style-type: none"><li>Add new medication records.</li><li>Refill medication.</li><li>Reduce the medication dose count.</li></ul>	<ul style="list-style-type: none"><li>Delete medication information.</li></ul>
<b><i>Office Visits</i></b>			
<ul style="list-style-type: none"><li>View office visits.</li></ul>	<ul style="list-style-type: none"><li>Record scheduled visits.</li></ul>	<ul style="list-style-type: none"><li>Schedule new or edit existing office visits.</li></ul>	<ul style="list-style-type: none"><li>Cancel future appointments.</li></ul>

## Suggested User Groups

- [Health Office](#)

See [User Groups and Suggested Roles](#) for more information.