

Medications Tool Rights

Last Modified on 03/24/2025 3:02 pm CDT

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

To learn how to use this tool, see the [Medications](#) article.

The screenshot shows the 'Medications' tool interface for student Dylan V. Abegg. At the top, there is a breadcrumb trail: [Student Information](#) > [Health](#) > [Medications](#). The student's profile information includes: Name: Abegg, Dylan V.; Student #: 171900001; Grade: 11; DOB: 09/15/2007; Counselor: Joy Counselor. Below this, there are icons for various conditions: Medical Condition(s), HS Graduation, Custody Restriction, Peer Tutor, NHS, 504 Student, and All On-Site. A 'Related Tools' dropdown menu is visible on the right.

A toolbar contains the following actions: Save, New, Reduce Dose Count, Delete, Schedule Appointments, Cancel Future Appointments, and Refill Medication. The 'Medications' list shows several schools with expandable icons, and one entry is expanded: 'ALLEGRA 20mg Caplet (8/8) - Below Threshold'. Below the list is the 'Medication Detail' form with the following fields:

*Recorded By Administrator, Demo	*Date Submitted 09/29/2024	End Date <input type="text"/>
*Medication Name ALLEGRA	*Amount per Dose 2	*Medication Form Caplet
*Medication Strength 20mg	Status <input type="text"/>	Dose Measurement <input type="text"/>
Route 5: Oral	Remaining Doses 8	Classification <input type="text"/>
*Doses Submitted 8		Notification Threshold 8

Student Information > Health > Immunizations

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.

Available Tool Rights

Subrights in *italics*

Office Visit tool rights are 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 will not be able to add, change or delete scheduled office medication visits from the Medications without corresponding rights within the Medications tool.

R	W	A	D
<ul style="list-style-type: none"> View a student's medication records. 	<ul style="list-style-type: none"> Edit Medication Details for existing medications. (Some fields may be disabled and therefore non-editable.) 	<ul style="list-style-type: none"> Add new medication records. Refill medication. Reduce medication dose count. 	<ul style="list-style-type: none"> Delete medication information.
<p>Office Visits (in conjunction with Medications Tool Rights, users can do the following from within the Medications tool)</p>			
<ul style="list-style-type: none"> View office visits 	<ul style="list-style-type: none"> Record scheduled visits 	<ul style="list-style-type: none"> Schedule new or edit existing office visits 	<ul style="list-style-type: none"> Cancel future appointments

Suggested User Groups

- Health Office

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