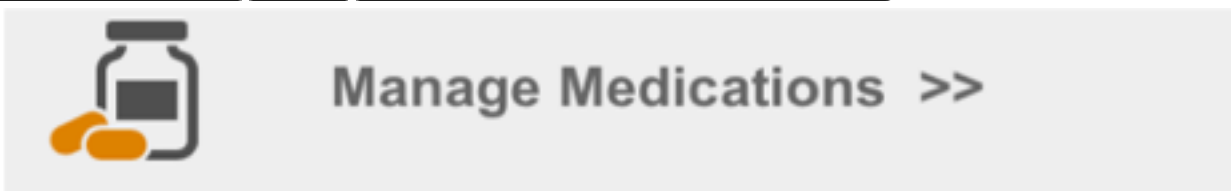


# Please follow these instructions to Add medications and supplements to your account

1. Log into your account: go to [belovedandbeyond.org](http://belovedandbeyond.org) and click log in/register
2. Click on Camper or Volunteer's name that has a reservation.
3. Click "Manage Medications" on left of screen.
4. Type medication name: there is a pop up list to choose from or type full name. 5. Under Route select the way it is given



## Add a Medication

Medication Name

Route:

6. Next enter the Schedule: time and day med is taken:

(i.e. 200 mg, 2 pills, small yellow oval capsule, tablet, liquid...)

Schedule/Dosage 1:

7. IMPORTANT - Under "Enter Dosage" include both **dosage** (mg/mL/units/etc.), **number** of pills (if applicable) AND **description** of pill/liquid/inhaler/etc

Add other times of day for this medicine if needed.

Schedule/Dosage 2:

- Select Schedule -

- Enter Dosage -

8. Under Reason Include: a. Why it is taken

b. How long they have taken this med/dosage

c. Tips/Instructions for how you successfully administer (put in applesauce or sing the “ABC song” take with orange juice, etc.)

9. When you are finished entering dosage schedule with this medicine

Click “Save” to add more meds or supplements or “Save and Proceed” after you have entered all Medications/Supplements that your child will take.

10. IF your camper/volunteer has Diabetes, Seizures, or Severe Allergic/anaphylactic reactions You **MUST** email an Action Plan to [laura@belovedandbeyond.org](mailto:laura@belovedandbeyond.org) to attend camp. (Typically you would have this on file at school, you can send a copy of that)

**This action should be reviewed by/signed by a doctor  
If you have any questions please email**

