

## ADMINISTRATION OF MEDICATION TO STUDENTS

Students may be required to take medication during the school day. Medication shall be administered by the school nurse. The course shall be conducted by a registered nurse or in the nurse's absence, by a person who has successfully completed an administration of medication course reviewed by the Board of Pharmacy Examiners. The course is conducted by a registered nurse or licensed pharmacist. A record of course completion will be maintained by the school district. Training and continued supervision shall be documented and kept on file at school.

Students who have demonstrated competence in administering their own medications may self-administer their medication as long as all other relevant portions of this policy have been complied with by the student and the student's parent or guardian. A written statement by the student's parent/guardian shall be on file requesting co-administration of medication, when competence has been demonstrated.

Medication will not be administered without written authorization that is signed and dated from the parent, and the medication must be in the original container which is labeled by the pharmacy or the manufacturer with the name of the student, the name of the medication, the time of the day which it is to be given, the dosage, and the duration.

Written authorization will also be secured when the parent requests student co-administration of medication when competency is demonstrated.

When administration of the medication requires ongoing professional health judgment, an individual health plan will be developed by the licensed health personnel with the student and the student's parents.

A written record of the administration of medication procedure must be kept for each student receiving medication including the date; student's name; prescriber or person authorizing the administration; the medication and its dosage; the name, signature and title of the person administering the medication; the time and method of administration; and any unusual circumstances, actions, or omissions. Medication shall be stored in a secured area unless an alternate provision is documented. Emergency protocols for medication-related reactions shall be posted. Medication information shall be kept confidential.

The school nurse, or in the nurse's absence, the person who has successfully completed an administration of medication course reviewed by the Iowa Board of Pharmacy Examiners shall have access to the medication which will be kept in a secured area. Students may carry medication only with the approval of the parents and building principal of the student's attendance center. Emergency protocol for medication related reactions will be in place.

Alternative medications such as home remedies, enzymes, herbs, vitamins, dietary supplements, homeopathic medicines, or medications from other countries will not be administered to school children without the following:

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1. A written order from a health care provider with legal Iowa prescriptive authority (preferably the primary care physician) that includes:
  - a. The condition for which the product is being used
  - b. Appropriateness
  - c. Safety
  - d. Appropriate dose for a child of a specific age, weight, and body surface area
  - e. Possible side effects, toxic effects, and/or interactions
  - f. Treatment of overdose
  
2. A written request from the parent/guardian to follow the health care provider's order.

Legal Note: In accordance with the Iowa Board of Nursing 655 ICA 6.2 and Declaratory Ruling No. 81, the Registered Nurse has the responsibility to refuse to administer any medication, including natural remedies and supplements, to school children, at the request of their parents or guardians, during the school day, when the nurse is unable to determine the appropriateness; safety; possible side effects, or toxic effects of the substance; the appropriate dose for a child of a specific age, weight, and body surface; and treatment of overdose.

The superintendent shall be responsible, in conjunction with the school nurse, for developing rules and regulations governing the administration of medication, prescription and nonprescription, including emergency protocols, to students and for ensuring persons administering medication have taken the prescribed course and periodically review the prescribed course. Annually, each student shall be provided with the requirements for administration of medication at school.

Legal Reference: Iowa Board of Nursing Declaratory Ruling No. 81 (1996).  
Nursing Board [655] IAC §6.2

Cross Reference: 506 Student Records  
507 Student Health and Well-Being  
603.3 Special Education  
607.2 Student Health Services

Approved: December 10, 1990  
Reviewed: April 24, 2017  
Revised: May 11, 2015