



Guidelines for Administration of Medication at School

Your child may have an illness that requires medication for relief or cure that does not prevent his or her attending school. When possible, such medication should be scheduled to be taken at home. However, according to Texas State Legislature, a medication may be dispensed to a student by school personnel. The following requirements must be met by the parent or legal guardian requesting this service.

1. **Prescription or non-prescription drugs** that need to be taken at school for **15 days or less**.

a. All prescription drugs must be in their original pharmacy container and labeled by the pharmacist. The label must include:

- 1) Student's name
- 2) Name of prescribing health care provider
- 3) Name of drug
- 4) Amount of drug to be given and frequency of administration
- 5) Date prescription filled

b. All non-prescription drugs must be in their **original container**. The written request for administration of these must contain the following information:

- 1) Student's name
- 2) Name of drug
- 3) Amount of drug to be given
- 4) When drug is to be given
- 5) Reason drug is given
- 6) Date
- 7) Signature of parent/guardian

c. All prescription and non-prescription drugs to be administered at school for 15 days or less must be accompanied by a **written request, signed and dated by a parent or legal guardian**.

2. **Prescription or non-prescription drugs** that need to be taken at school for **more than 15 days**.

a. All prescription and non-prescription drugs to be administered at school for longer than 15 days must be accompanied by a **written request signed and dated by the prescribing health care provider and the parent or guardian requesting this service**.

3. Medications prescribed or requested to be given three times a day or less are not to be given at school unless a specific time during school hours is prescribed by a health care provider, or the school nurse determines that a special need exists for an individual student.
4. There will be no more than one medication per properly labeled container.
5. All medications will be stored and dispensed in the school clinic, or from the school office.
6. No student may have prescription or non-prescription drugs in his/her possession on school grounds during school hours without proper authorization. Middle School and High School students may carry asthma inhalers if approved by parent and school nurse and all necessary documents are on file.
7. No medication will be administered from or kept in the school or clinic for more than 15 days unless otherwise prescribed by a physician or other health care provider.
8. In accordance with Board of Nurse Examiners Rule, 22 Texas Administrative Code § 217.11, the school nurse has the responsibility and authority to refuse to administer medications that, in his or her judgment, are not in the best interest of the student.

Please call if you have any questions about your child's medication needs at school, 281-464-9320.

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