



Chester Community Charter School

MEDICATION ADMINISTRATION POLICY

All medication should be given at home before and/or after school. Medication may be given at school when the parent is unable to administer their child the medication prior to school.

REQUIREMENTS FOR RECEIVING MEDICATION DURING SCHOOL HOURS:

- The parent needs to have the doctor or Health Care Provider complete a Doctor's Order form for your child. This order form may be retrieved by the nurse and is called a *Medication Administration Authorization Consent & Licensed Prescriber Order*. **The Parent must also sign this form prior to returning to it to the nurse. Per the state of Pa, a new form is needed every School Year.**
- Submit the Doctor's Order form and the medication at the same time. The medication **must be in the original pharmacy container labeled with your child's name.**
- The quantity of medication will be verified and documented by the school nurse.
- If the medication dose should change, a new Doctor's Order is needed with the parent's/guardian's signature.
- **ALL STUDENTS MUST SUBMIT TO THE NURSE AN EMERGENCY MEDICAL FORM EVERY SCHOOL YEAR THAT IS SIGNED BY PARENT/GUARDIAN AT THE BOTTOM OF THE FORM TO RECEIVE ANY OVER THE COUNTER MEDICATIONS. VERBAL CONSENT IS NOT ACCEPTED.** *Over the counter medications are given at the nurse's discretion. Nurses do not administer seasonal allergy medications including eye drops. These medications are to be given at home prior to school.*
- *For safety reasons, if a scholar arrives with medication from home that is missing the accompanying Dr's Order's Forms and/or parent signature, original pharmacy box labeled with your child's name, or the medication is expired, the medication will remain with the nurse until the parent retrieves it.*
- If indicated by the Health Care Provider/Licensed Prescriber, the scholar may carry his/her own Asthma inhaler or Epi-pen Auto-injector in accordance with State Requirements Code-14-1414.1.
 1. The scholar must always demonstrate capability of administration and responsibility to conceal and keep the medication in his/her possession.
 2. The scholar must also notify the nurse when he/she must self-medicate.
 3. The school is NOT responsible for the loss or damage of any Asthma Inhalers, Aero chambers, or Epi-pen Auto injectors that is being used for self-administration.
 4. If the above policy is abused or ignored, the scholar will lose all privileges and the medication will be confiscated and housed in the Health Room.

Please do not send your scholar to school with any medication including over-the counter medications to take during school hours.

For questions or concerns, please contact your building nurse.