

WELLNESS AND HEALTH SERVICES  
MEDICAL TREATMENT

FFAC  
(REGULATION)

In emergency situations, school personnel arriving upon the scene of the emergency, or becoming aware of the need for emergency treatment, will render to that person in need, such comfort and protection as such personnel are capable of rendering. No person will be liable in civil damages who administers emergency care in good faith at the scene of an emergency for acts performed during the emergency unless such acts are willfully or wantonly negligent. School personnel will give immediate notice of the emergency to the principal and the school nurse. If the person so notified is capable of handling the situation without needing additional aid, such person may do so, if it is reasonably within his or her capability.

PROCEDURES FOR  
EMERGENCY AID

The principal will follow campus protocol as outlined in the individual crisis management plan. The principal will notify the nurse of the emergency and if transportation is deemed necessary, an ambulance will be called for transportation of the sick person to a doctor, clinic, or hospital.

No District employee will administer medical treatment unless that person is a physician, a nurse, has received District-approved training, or holds current certification to perform such treatment (i.e., CPR), and then only the amount of medical treatment the person is qualified to administer.

If the emergency situation permits, the parent or guardian of the sick person, if a minor, should be notified and consulted. If it appears to school personnel that it would be detrimental to the health of the sick person to give such notice before calling for an ambulance or a physician, notice by telephone will be given to said parent or guardian immediately after the ambulance or physician is called in order to give such parent or guardian an opportunity to attend to the situation as such parent or guardian elects.

No student may be taken or sent home because of illness or injury unless there is a responsible adult in the home to receive the child. A secondary student may be released to go home because of illness or injury with telephone permission from his or her parent/guardian.

PRESCRIPTION  
MEDICATIONS

Medication may be administered to a student by District staff members provided:

1. A written request to administer the medication has been submitted to the nurse, nurse assistant [see FFAC(EXHIBIT)-A], or to the trainer [see FFAC(EXHIBIT)-B] of the school by the parent, legal guardian, or other persons having legal control of the student.

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2. The person administering the medication is a nurse, nurse assistant, athletic trainer, or other District staff member who has been assigned by the school principal to administer medication and trained in the proper procedure for administering medication by the licensed school nurse or institution authorized by state statutes to provide such training.
3. The medication is in the original container and is properly labeled, and within current dosage and expiration time lines.
4. The prescription medication is of United States origin.
5. The administration of prescription drugs, medicines, or therapy is under the supervision of the licensed school nurse or athletic trainer.
6. All drugs or medicines are kept in a secure manner and refrigerated, if necessary.

Clinic staff reserve the right to refuse to administer any medication that, in their judgment, is not appropriate for the student.

If medication times are not exact, parents will be encouraged to administer all medications at home.

NONPRESCRIPTION  
MEDICATIONS

The following are guidelines for nonprescription medications:

1. Over-the-counter medications will be given only as prescribed on the label unless accompanied by a physician's order.
2. Over-the-counter medications must be of United States origin.
3. Vitamins, herbal preparations, anabolic steroids, or health food supplements of any type will not be administered by District nurses or employees.

INJECTIONS

In addition to the above, an injection may be administered to a student provided:

1. A life-threatening or emergency situation exists for the student.
2. A written statement from a physician licensed to practice medicine in one of the states of the United States is submitted to the nurse, health clerk, or trainer indicating that the student is not capable of self-injection.
3. A prepared injector is used if available and appropriate for the student.
4. The person administering the injection has been trained by a registered nurse.

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CLEANUP  
PROCEDURES

Routine and standard precautionary procedures will be used to clean up blood or any other body fluids after an accident or injury at school. Gloves will be worn when cleaning up blood spills. These spills will be disinfected with a solution of Buckeye Quat-256, and persons coming in contact with spills will wash their hands afterward. Blood-soaked items will be placed in leakproof bags for washing or further disposition. Handwashing with soap and hot water after contact with a student is routinely recommended if physical contact has been made with a student's blood or body fluids, including saliva.

ANAPHYLACTIC  
REACTION

Anaphylactic reaction is a generalized, systemic reaction that may be fatal. It is the result of the administration of foreign serums or drugs, the ingestion of foods, or the sting of an insect.

DEFINITION

GUIDELINES

All requests for medication administration and specific treatments or procedures by any method, i.e., oral, injectable, topical, nasogastric, inhalation, as specified by a licensed physician for anaphylactic reaction must meet all District medication and special health care procedure requirements.

The parent/guardian will be asked to provide all equipment and supplies, including needles and syringes, as specified by the physician, that normally are not stocked in the clinic.

Students will be allowed to carry their own epi-pen in order to self medicate in the event of an allergic reaction. The following criteria must be met.

CONTRACT FOR  
SPECIAL USE OF AN  
EPI-PEN

The student listed on the contract [see FFAC(EXHIBIT)-G] may carry his or her epi-pen according to the physician/parent statements if he or she is in compliance with the conditions listed below:

1. The student has demonstrated to the nurse/nurse assistant the correct use of the epi-pen.
2. The student has agreed to never share the epi-pen with another person.
3. The student has agreed that after taking the initial dose prescribed he or she will go immediately to the health room or have the nurse called to his or her location. EMS will be contacted as necessary.
4. The student has agreed to keep scheduled monthly appointments with the nurse/nurse assistant to review status.
5. The parent/guardian has provided the necessary paper work, "Physician's Statement for Hand Held Epi-pen" [see

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FFAC(EXHIBIT)-G] signed by both the parent and the physician.

GENERAL  
STATEMENTS

All students with potential for anaphylactic reaction must be listed on the Medical Alert Roster and all personnel must be notified. All personnel with the need to know should be knowledgeable about anaphylactic reactions and cooperate in providing services to students.

Health services staff will periodically advise the parent/guardian and/or physician of the student's condition, and, in all cases, when a special procedure has been provided and when an adverse reaction occurs.

All students with an anaphylactic reaction should be encouraged to practice self-responsibility to prevent an emergency.

PHYSICIAN'S  
STATEMENT

Requests for administration of medication by injection or specialized equipment for an anaphylactic emergency must be specified by a licensed physician on the District form. [See FFAC(EXHIBIT)-G]

Requests for administration of oral medication for an anaphylactic emergency may be specified on the Physician's Statement for Administration of Prescription Medication. [See FFAC(EXHIBIT)-A]

All physician statement forms for administration of medication or special health care procedure [see FFAC(EXHIBIT)-A and FFAC(EXHIBIT)-G] must be renewed each school year and any change in procedure will require a new statement.

The lead nurse will review all physician statements for injectable medications or those requiring specialized equipment to be administered in the event of an anaphylactic reaction. [See FFAC(EXHIBIT)-A and FFAC(EXHIBIT)-G]

STAFF  
RESPONSIBILITIES

LICENSED  
PERSONNEL

The following staff responsibilities will apply:

1. The school nurse will obtain a clinical history of the condition of the student, i.e., medication taken, medical progress, upon the student's enrollment.
2. The school nurse will prepare a health management plan and specific medical documentation may be necessary from the parent or physician to provide appropriate school services.
3. The school nurse will monitor and coordinate all health management services appropriate and necessary for the student with an anaphylactic reaction.

UNLICENSED  
PERSONNEL

The nurse assistant will report all incidents of anaphylactic reactions to the school nurse.

Unlicensed personnel, including nurse assistants may perform special health care procedures, i.e. injectable medication, only with a physician's specification in the Physician's Statement for Administration of Special Health Care Services, and when the supervising nurse has recorded satisfactory proficiency following initial training in the specific procedure. The nurse will continue to provide monthly monitoring for all unlicensed personnel assigned to perform special health care procedures.

PREVENTIVE  
MEASURES

All personnel should:

1. Be aware of dangers of anaphylactic reactions.
2. Ask the student or the parents about any asthmatic conditions and/or known inhaled, topical, or food allergens.
3. Urge persons with known allergies to wear identification tags.

SYMPTOMS OF  
REACTION

The signs and symptoms of an anaphylactic reaction are:

1. Apprehension and flushing.
2. Sneezing and coughing.
3. Itching or burning (generalized itching may indicate a systemic reaction).
4. Urticaria (face and upper chest).
5. Respiratory difficulty.
6. Wheezing or shortness of breath.
7. Cyanosis.
8. Pallor, imperceptible pulse, loss of consciousness.

PROCEDURE

Personnel will determine that the student has symptoms of an anaphylactic reaction and:

1. Activate the District emergency care system, which includes parent and physician notification and administer the appropriate amount of medication as prescribed by the physician's and parent's written statement.
2. Establish vital functions and proceed to employ resuscitative measures as needed:
  - a. Ensure adequate airway;
  - b. Perform CPR; and

c. Call 911 and send all information with the student.

DOCUMENTATION

Personnel will record each dose of medication administered and/or provided, as well as any adverse reaction or changes on the special health care administration record [see FFAC(EXHIBIT)-H] and/or medication administration record.

Personnel will complete the District form, and the accident and injury report for all incidents of anaphylactic reactions. The report will be sent to the following:

1. Original copy to the associate superintendent for administration and personnel;
2. The principal; and
3. Campus file.