

Gulf Shores City Schools

MEDICATIONS IN SCHOOL PROCEDURE

Statement:

The purpose of administering medication during the school day and school sponsored activities is to help each student maintain an optimal state of health to enhance the ability to learn and to protect the health, safety, and welfare of our students.

It is the policy of Gulf Shores City Schools to administer a student's medication as prescribed by their physician. The following requirements provide school personnel, parents, guardians, students, and health professionals with the guidance necessary to provide safe and proper assistance with medications in schools. The Alabama Board of Nursing in collaboration with the Alabama State Department of Education developed these requirements.

Procedure:

Assisting students with medication (**Prescription and/or Non-prescription**) requires the following:

1. All medication (prescription or nonprescription) **MUST** have a signed permission form entitled School Medication Prescriber/Parent Authorization (PPA).
 - For **prescription** medications, a physician/prescriber signature (electronic signatures are acceptable) **and** a parent signature are both required.
 - For over-the-counter medications, a School Medication Prescriber/Parent Authorization, PPA form is also needed. However, only the **parent's signature** is necessary. A physician/prescriber signature is required for **ALL** nonprescription medications containing aspirin.
 - Students with an inhaler and/or Epi-pen in the nurse's office attending after school care must provide a second dose to after school care, unless the physician indicates the medication can be self-carry. Medication kept in the nurse's office will not be sent to after school care.
 - Over-the-counter medicines that exceed manufacturing guidelines will not be administered without a physician order.
 - Natural remedies, herbal supplements and nutritional supplements not regulated by the Food and Drug Administration (FDA) will not be administered in the school setting without a PPA completed by the student's prescriber and signed by the parent.
2. All non-prescription medication must be brought in the original, sealed container. Prescription medication must be brought in the label pharmacy bottle. Medication in Ziplock bags or in any other form will not be accepted. Siblings in the same school may share non-prescription medications. A separate PPA must be completed for each sibling and doses of medications should be specific, without ranges. An exception to sibling share is Benadryl and each sibling should have their own supply.
3. **ALL medications must be brought to the school by parent/guardian unless other arrangements have been approved by the school nurse, (exceptions: asthma inhaler, insulin/diabetic supplies, and epi-pen, and only when authorized by the physician/prescriber and parent/guardian.**
4. All medication order changes must be documented on a new PPA and signed by the physician/prescriber and parent/guardian. Medication discontinuation orders must include the

effective date and must be documented in writing by the physician/prescriber. The parent/guardian must pick up and sign out any remaining doses of the discontinued medication from the school.

5. Gulf Shores City Schools do not stock nonprescription medications as this practice would violate the Alabama Board of Pharmacy regulations. First aid supplies, such as Neosporin, lotion, calamine, Vaseline, eye wash, contact lens solution, peroxide and rubbing alcohol in health rooms are not considered nonprescription medications and will be used as deemed necessary by the school nurse. All schools are under the medical control of Dr. Eversall who provides yearly orders to the schools to stock Epinephrine auto-injectors. Gulf Shores High School has orders from the Alabama Department of Public Health to stock Narcan.

6. Students may possess and use Federal Drug Administration (FDA) regulated sunscreen at school and at school sponsored events without a PPA. A completed PPA is required if the parent/guardian requests a school employee to apply the sunscreen. A physician/prescriber signature is not required on the PPA.

7. Insect Repellent is considered a non-prescription medication; therefore, the parent/guardian must complete the PPA. If the school nurse makes a nursing judgment that the insect repellent is not age appropriate the parent will be advised to seek the advice of a physician. Self-administration of insect repellent is not allowed unless in the presence of a parent/guardian, school nurse, or school employee.

8. If a medication error is made, the medication trained assistant or school nurse will do the following:

- Locate and bring student to the health room for assessment and observation
- Notify Administration and Lead School Nurse.
- Contact Physician/prescriber and/or Poison Control and follow instructions as provided.
- In the event a prescribed medication is omitted, contact the parent to advise
- Complete and sign the Unusual Occurrence Report (UOR) and send a copy to the Lead Nurse.

9. Prescriptions and nonprescription medications must be picked up by a parent/guardian by the last day of school. All remaining medications will be disposed of by school personnel (for controlled substances with a witness) and documented on the Medication Administration Record (MAR).

10. Medical Marijuana- CBD oil or products (even with a physician order) will not be administered to any students under any circumstances.

11. Students with an inhaler and/or Epi-pen in the health room that attend after school care will need to have additional medication for extended day employees to administer or have the physician indicate the medication to be self-carry. Medication stored in the health room cannot be sent to an extended day.

12. Only persons listed on the student's emergency contact list will be allowed to administer medication to the student during the academic school day.

References:

Alabama Board of Nursing

Alabama State Department of Education

4/13/2023