

MEDICATION AT SCHOOL: 3416P

For purposes of this procedure, "medication" means oral medication, topical medication, eye drops and nasal spray. Oral medications are administered by mouth either by swallowing or by inhaling and may include administration by mask if the mask covers the mouth or mouth and nose.

Prior to administration of any prescription or over-the-counter (OTC) medication, the following requirements must be met:

1. Parent/legal guardian written permission must be on file giving name of medication, dosage, time, dates to be given, student name, parent signature, date.
2. Medication orders may be accepted from any health care provider with prescription authority. The licensed health care professional must indicate there exists a valid health reason which makes administration of such medication advisable during school hours or when a student is under the supervision of school officials. The licensed health care professional's order must also indicate name of medication, dosage, time, and dates to be given and include their signature. Faxed orders are accepted. This request is valid for a period not to exceed the current school year.
3. All medication must be in the originally labeled container and be labeled with student's name. No more than a 30-day supply shall be accepted by the school.
4. Medication may be administered by a non-licensed, but trained, District employee. Medication administration training will be provided by the licensed nurse.
5. Medication should be brought to school by a responsible adult. All scheduled drugs such as Ritalin, Dexedrine, etc. must be counted by the responsible adult and a designated school employee before being accepted by the school.
6. If requirements 1, 2, and 3 are not met and parents want the child to have the medication, the parent may come to school and administer it.
7. The school's medication storage area shall be locked; however, epinephrine autoinjectors are stored in an unlocked, easily accessible location.
8. It will be primarily the child's responsibility to come to the office at the appropriate time for medication. Schools will develop individualized plans as necessary. In situations where the parent, health care provider, principal and school nurse believe it is in the best interest of the student that he or she carry the medication, the student shall carry a copy of the written permission from the parent and physician. Only one day's dosage, except as noted, (i.e., insulin, inhalers) in the originally labeled container shall be carried by the student. The original permission form will be on file in the health room.
9. For students in grades 6-12, in situations where the parent believes it is in the best interest of the student that he or she carry OTC medication, the student shall carry a copy of the written permission from the parent indicating what OTC medicine and dosage the student may take. Only one day's dosage (except as noted)

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in originally labeled container shall be carried by the student. The original permission form will be on file in the health room.

10. For school sponsored off campus activities a copy of the permission form and the medication in the original container must accompany the student if he/she is to take the medication while on the outing or at camp.
11. Injectable medication will not be administered to students by school district personnel (other than licensed health professionals) except under unusual emergency circumstances (and only in the form of epinephrine autoinjector).
12. Students with asthma or anaphylaxis are afforded the opportunity to self-administer prescribed medications. If a healthcare professional and parent/guardian request that a student be permitted to carry his/her own medication and self-administer the medication, the school administrator may grant permission after consulting with the school nurse.

Parent-Designated Adult Care of Students with Epilepsy

Parents of students with epilepsy may designate an adult to provide care for their student consistent with the student's individual health care plan. At parent request, school district employees may volunteer to be a parent-designated adult under this policy, but they will not be required to participate. Parent-designated adults who are school employees will file a voluntary, written, current and unexpired letter of intent stating their willingness to be a parent-designated adult. Parent-designated adults who are school employees are required to receive training in caring for students with epilepsy from the registered nurse. Parent-designated adults will receive additional training from a parent-selected health care professional or expert in epileptic care to provide the care (including medication administration) requested by the parent.

Parent-designated adults who are not school employees are required to show evidence of comparable training, and meet school district requirements for volunteers. Parent-designated adults will receive additional training from a parent-selected health care professional or expert in epileptic care to provide the care requested by the parent. The registered nurse is not responsible for the supervision of procedures authorized by the parents and carried out by the parent-designated adult.