

516 STUDENT MEDICATION

I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed when administering both prescription and non-prescription (over the counter) medication to students at school.

II. GENERAL STATEMENT OF POLICY

The school district acknowledges that some students may require prescribed drugs or non-prescription medication during the school day. The school district's licensed school nurse, registered nurse, licensed practical nurse or designated staff member will administer medications, except any form of medical cannabis, in accordance with law and school district procedures.

III. REQUIREMENTS

- A. The administration of prescription and non-prescription medication or drugs at school requires a completed signed request from the student's parent and physician. An oral request must be reduced to writing within two school days, provided that the School District may rely on an oral request until a written request is received.
- B. An "Administering Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minn. Stat. § 152.22, Subd.6.
The form will include or have attached written orders from a licensed health care provider. The forms are available through the nurse's office.
- C. Medication must come to school in the original container labeled for the student by a pharmacist in accordance with law, and must be administered in a manner consistent with the instructions on the label. Over the counter medications to be administered by the school district must arrive at school in the original container.
- D. The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.
- E. The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization shall be required immediately as well.
- F. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.
- G. The school nurse, or other designated person, shall be responsible for the filing of the Administering Medications form in the health records section of the student file.
- H. Procedures for administration of drugs and medicine at school and school activities shall be developed in consultation with a school nurse, a licensed school nurse, or a public or private health organization or other appropriate party (if appropriately contracted by the school district under Minn. Stat. § 121A.21). The school district administration shall submit these procedures and any additional guidelines and procedures necessary to implement this policy to the school board for approval. Upon approval by the school board, such guidelines and procedures shall be an addendum to this policy.
- I. Parents will notify the school if a medication is to be sent on a field trip. Teachers/designated school personnel may carry and administer the medication on a field trip according to school policy and procedures.
- J. Specific Exceptions:

1. Special health treatments such as catheterization, tracheotomy suctioning, and gastronomy feedings do not constitute administration of drugs and medicine. An "Administration of Treatment" form must be completed annually (once per school year) and/or when a change in the treatment occurs.
2. Emergency health procedures, *such as CPR and AED (Automated External Defibrillator)* are not subject to this policy;
3. Drugs or medicine provided or administered by a public health agency to prevent or control an illness or a disease outbreak are not governed by this policy;
4. Drugs or medicines used at school in connection with services for which a minor may give effective consent are not governed by this policy;
5. Drugs or medicines that are prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
 - a. the school district has received a written authorization from the pupil's parent permitting the student to self-administer the medication;
 - b. the inhaler is properly labeled for that student; and
 - c. the parent has not requested school personnel to administer the medication to the student.

The parent must submit written authorization for the student to self-administer the medication each school year. The student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed.

If the School District employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party may choose to assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of asthma inhalers;

6. Medications:
 - a. that are used off school grounds;
 - b. that are used in connection with athletics or extracurricular activities; or
 - c. that are used in connection with activities that occur before or after the regular school day are not governed by this policy.
 7. Nonprescription Medication: *Any student in grades 6-12* may possess and use non-prescription pain relief in a manner consistent with the labeling, if the School District has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self-administer the medication each school year. The School District may revoke a student's privilege to possess and use non-prescription pain relievers if the School District determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients. Except as stated in this paragraph, only prescription medications are governed by this policy.
 8. At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan for a student who is prescribed epinephrine auto-injectors that enables the student to:
 - a. possess the epinephrine auto-injectors: or
 - b. if the parent and prescribing medical professional determine the student is unable to possess the epinephrine (ex. Epi-pen), have immediate access to epinephrine auto-injectors in close proximity to the student at all times during the instructional day.
- K. "Parent" for students 18 years old or older is the student.

- L. Districts and schools may obtain and possess epinephrine auto-injectors to be maintained and administered by school personnel to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine auto-injector. The administration of an epinephrine auto-injector in accordance with this section is not the practice of medicine.

A district or school may enter into arrangements with manufacturers of epinephrine auto-injectors to obtain epinephrine auto-injectors at fair-market, free or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school's supply of epinephrine auto-injectors.

Legal References: Minn. Stat. § 13.32, subd. 8 (Student Health Data)
Minn. Stat. §121A.21 (Hiring of Health Personnel)
Minn. Stat. §121A.22 (Administration of Drugs and Medicine)
Minn. Stat. §121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)
Minn.Stat.§121A.222 (Possession and Use of Non-prescription Pain Relievers by secondary students)
Minn. Stat. §121A.2205 (Possession and Use of Epinephrine; Model Policy)
Minn. Stat. §121A.2207 (Life-Threatening Allergies in Schools; Stock Supply of Epinephrine Auto-Injectors)
Minn. Stat. §151.212 (Label of Prescription Drug Containers)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)
20 U.S.C. 1400 et seq. (IDEA)
29 U.S.C. 794, et. seq. (Section 504)

Cross References: MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug Free School)
MSBA/MASA Model Policy 516 (Student Medication)