

West Fargo Public Schools employs a team of nurses that are assigned to schools each year based on the medical needs of the learners at each site.

If a nurse is unavailable due to scheduling, each building has a staff member designated as the backup. Therefore, in many instances where “nurse” is used within district protocols, another designated staff member may be working with a learner and their parents/guardians in the absence of a nurse. These staff members are NOT licensed healthcare providers; they are able to assist with low-level cares (bandages, ice packs, temperature checking, etc.).

Per NDCC 15.1-19-23, staff are also able to administer medication to learners. To meet the expectations of this law, West Fargo Public Schools has established a program for authorizing staff members that are not employed as licensed healthcare providers to provide medications to learners when a nurse is unavailable. These staff members must complete medication administration training and have said training signed off by their school nurse.

It is important to note that under NDCC, an individual authorized to provide medication to learners is not civilly or criminally liable for any act or omission of that individual when acting in good faith while providing medication to a learner, except when the conduct amounts to gross negligence.

By completing the training and signing this form, the staff member agrees to provide medication to learners according to district policy and has the support of both the school nurse and building principal to act in this capacity.

TRAINING COMPLETION DATE: _____

EMPLOYEE NAME: _____

EMPLOYEE SIGNATURE: _____

NURSE NAME: _____

NURSE SIGNATURE: _____

PRINCIPAL NAME: _____

PRINCIPAL SIGNATURE: _____