

Medication Procedures
Washington County Board of Education

Some changes have taken place concerning administering medications to students in Alabama schools. These changes are a result of collaborations between the State Department of Education, Department of Health, Alabama Association of School Nurses, and the Attorney General. The focus of these changes is to make sure the students are safe in receiving medications at school. The changes are in effect immediately for Alabama Schools.

Students should never have any medications in purses, backpacks, lunch boxes, etc. The only exception is emergency medications such as asthma inhalers, epi pens, etc., prescribed and documented by the student's physician and approved by the School Nurse. Failure to comply with this policy could result in suspension, alternative school placement, or expulsion.

In order for the school nurse to administer medications during school hours or on field trips, you must follow the guidelines below.

1. All medications must be provided and delivered by the parent or guardian to the School Nurse/health room. This includes prescription and over the counter medications such as Tylenol, Advil, cortisone creams, antibiotic ointments and/or creams, Benadryl, cough medicines, etc. **Students should never have any medications in purses, backpacks, lunch boxes, etc. See exception above.**
2. All medications must be in the original **un-opened** container from the manufacturer or pharmacy, labeled with the student's name, medication name, dose of medication, times to be administered, pharmacy name, prescriber's name and current date.
3. Medications that have met or passed the printed expiration date will not be accepted.
4. **All Prescription medications, natural remedies, herbs, oils and nutritional supplements to be given at school require explicit written authorization from the parent and the health care provider (Physician, Dentist, Chiropractor, Optometrist, Advanced Nurse Practitioner, Physician's Assistant or Certified Midwife).** This authorization will be honored for 12 calendar months from the date issued by prescriber, unless the order is discontinued by the prescriber or a superseding order is received. The first dose of a new or change in medication should be given at home with the exception of emergency medications.
5. **Over the counter medication- FDA regulated, over the counter medication** no longer requires a physician's signature. Parents must submit the completed form entitled School Medication Prescriber/Parent Authorization, along with the medication to be given. Medications must be in the original **un-opened** container from the manufacturer. Requests for dosages exceeding the labeled recommended dose will not be honored without Physician authorization. This authorization will expire on the last day of each school year.
6. Sunscreen- Students may carry and apply sunscreen without a medication form. If a school employee is to apply sunscreen, Parents must complete a medication form. Physician signature is not required.
7. **All medications must be given by a licensed nurse employed by the School, or a medication assistant who has successfully completed a course curriculum and is registered with the Alabama Board of Nursing.**
8. All Controlled medications must be counted upon receipt / return to parent. Parent and adult counting signatures are required at the time of the count. Quantity of controlled medications to be received is limited to a 30-day supply.
9. **School Medication Prescriber/ Parent Authorization** forms may be faxed to us. Contact your school to verify the best fax number for the health room.
10. Any medications remaining at school past the end of year dismissal will be discarded.