MISSOULA COUNTY PUBLIC SCHOOLS

Forward Thinking, High Achieving.

Medication

Dear Parent:

The parents or guardians of all students who take medication at school receive the following information.

Parents or guardians, not students, must bring all medications to school. **This is important to keep your child and all other children safe.**

- It is not safe for students to transport medications to the school.
- Even if your child is responsible, unlikely to misplace the medication, does not display or otherwise make it known that he/she/they have medications, and is not pressured by other students to "share" the medication, these issues have occurred for many students.
- Attached is more information about the school's medication procedures. While exceptions are made for lifesaving medication, the following applies to your child's medication.

If your student brings medication to school, staff will secure it in the office and call you.

- Your child will not be able to take or be given the medication unless it is a life-threatening emergency.
- <u>You will need to come to the school.</u>
    - You need to come even if the school already has an "order" (parent and healthcare provider permission)
    - You will need to come even if the medication is in an approved container. ○ Once you come to the school, you may take the medication, then bring it back yourself in the pharmacy-labeled or manufacturer container or, if in a proper container, confirm and verify that we received the correct type and amount of medication.

Thank you for your help in keeping all students safe.

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Medications, Schools and Students: What Parents Need to Know

Dear Parent/Guardian:

We give this letter to parents when their child takes medications at school. This letter explains the medication school rules.

The rules are for all prescribed medications, over the counter medication (like Tylenol) and (Complimentary Alternative Medications (CAM), such as vitamins or herbs

It is better if medications can be given at home before or after school. Sometimes children need medications while at school to stay healthy and to be at school and learn. If your child has to have medication while at school be sure to do the following:

FOR MEDICATIONS THAT **ARE NOT** USED FOR LIFE THREATENING EMERGENCIES:

- Take the medication to school yourself and don't let your child take them. ○ If your child brings them instead of you the staff will take them away and call you to pick up the medication or come inspect it to ensure we have the correct type and amount.
- Make sure the medication is in the pharmacy bottle or bottle you bought them in from the store. ○ You can ask the pharmacy for an extra bottle and it should be free.
- Ask the doctor or healthcare provider to write "an order" for medication to be taken at school.
    - The school has special forms for this. ○ The form can be faxed to or from the doctor.
    - You must also sign the form to give your permission.
- The school already has a form (standing order) signed by another doctor for acetaminophen (Tylenol), Ibuprofen (Motrin or Advil), diphenhydramine (Benadryl) and Tums. ○ You don't have to get another doctor to sign a form for one of these medications. ○ You need to sign the standing order form for your permission.
    - If you child needs a different amount of medication than what is on that form, then you have to ask your own doctor to sign a medication form.
- Students aren't allowed to carry medications. Medications are kept in the school health area.
    - If your child travels between two households, you will need to find another way to get medications between the two.
    - The rules are different for emergency medications. See the back of this letter.
- Pick up unused medication at the end of the school year. ○ The medication will be thrown away when the school year ends, if it is not picked up.
- Give antibiotics at home if they are only taken 1-3 times a day.
    - This helps your child to get every dose and they will get better quicker.
- You can come to the school and give your own child medications yourself. **SEE OTHER SIDE**

FOR MEDICATIONS THAT **ARE** FOR LIFE THREATENING EMERGENCIES/ OTHER EXCEPTIONS

- Students can carry medication if:
  - Allowed by law (Allergy and asthma medication) ○ Allowed by a student specific Section 504 Plan or Individual Education Plan. Usually this is for life saving medications or emergency medications.
- For allergy and asthma medications:
  - Provide a form with your doctor's signature and your signature that says your child can carry and self-administer the asthma or allergy medication.
  - We have forms for this - Asthma Action Plans and Anaphylaxis Action Plans.
  - The school nurse may also talk with your child to see if he/she/they understand how to take the medication. If we are worried that they can't take the medication correctly, the nurse will call you.
  - Inhalers and Epinephrine pens are not usually thrown away at the end of the school year and may be given to the mature student to take home.
  - It is best to take them home over the summer so that expiration dates may be checked and nonexpired medication be brought to the school in the fall.
- Students may carry diabetes related medications such as insulin or glucagon.
  - They need to have a Diabetes Medical Management Plan (doctor's order) that says the student can take the medication by themselves
    OR
  - A school plan needs to allow the child to carry the medication (Individual HealthCare Plan, Section 504 Plan or Individual Education Plan)
- Occasionally, other medications may need to be carried by the student in order to take very quickly. ○ Call the school nurse, principal or the Health Services Supervisor at 728-2400 ex 1073 or email bkrininger@mcpsmt.org to talk about this if needed.
- High school students may carry medications only <u>while on school sponsored trips that are outside of the usual school day</u> if:
  - Medication is in a properly labeled pharmacy bottle with that student's name on it or in the original store bottle.
  - Only the amount of medication that needs to be taken while on the field trip is carried.
  - The parent wrote on the field trip permission form that the medication will be brought by the student.
- Call the school nurse or the Health Services Supervisor at 728-2400 ex 1073 if the home and school medication can't be separated.

Form date April 29, 2022

MISSOULA COUNTY PUBLIC SCHOOLS

Authorization for Medications or Treatments

(Order only medications/ treatments that are **required during** school hours)

Healthcare Provider Section: * If medication is for asthma rescue or anaphylaxis, please use Asthma/ Quick Relief Bronchodilator Medication Authorization or Anaphylaxis Action Plan forms.

Name of Student: _____ **Date of Birth:** _____

School: _____ **Grade:** _____

*** Medication:** _____ **Dosage:** _____

Route: Oral unless otherwise noted. **Other route:** _____

Purpose of Medication: _____

Administration time of medication: _____

⇒ **If medication or treatment is not taken at the above time ⇒**
(+/- 30 minutes), how late may medication still be given? _____

Possible side effects: _____

_____

Duration of Order: Valid until end of school year unless otherwise noted. **Other length of duration:** _____

_____/ _____/ _____/_____

Provider Signature Date Phone PRINTED NAME OR STAMP

Parent/Guardian Section

- I give my permission for the above named student to take the above medication at school as ordered.
- I understand that the medication will be given to my child by a school nurse or a school staff member.
- I will bring the medication to school myself or by another responsible adult.
  - Students are not allowed to carry medication unless allowed to do so by law or specific school plan.
- I will bring the medication to school in the original container, appropriately labeled by the pharmacy stating the name of the medication, the dosage, and the student's name.
  - Bring the over the counter medication to school in its original container with label intact.
- I agree to health care provider (doctor) and school nurse communication based on this medical authorization if needed. Communication, if needed, may only include the medication or treatment itself, implementation of the treatment in school and student outcomes of the treatment.
- I understand that I need to pick up unused medication or the school will discard the medication at the end of the school year or after one month of discontinuing.

_____/ _____

Parent/Guardian Signature Date

School Nurse Section

_____/_____

Date Order Reviewed School Nurse Signature

Reformatted June 2019-non ADA version