

## **Sullivan County Schools**

### **Controlled Substance Procedure**

A controlled substance is defined by the United States Drug Enforcement Administration (DEA) as a substance that has been recognized under the Controlled Substances Act (CSA) as having potential for abuse that may lead to physical or psychological dependence. The safe and effective use of controlled substances by students at school has increased dramatically during the last few years because their use in the treatment of illness and disability has enabled many sick and disabled children to attend school.

The DEA does acknowledge that controlled substances, including narcotic pain-killers, other analgesics, stimulants, depressants, anabolic steroids, certain anticonvulsants, and cough medicines with codeine that have a currently accepted medical use in treatment and are being prescribed to children.

Major challenges confronting the school nurse regarding the administration of controlled substances include:

- 1) Safe administration of the medications
- 2) Adherence to state mandates, policies and guidelines (specifically state nurse practice acts and state pharmacy practice acts) and district policies and procedures related to delegation of the administration of controlled substances.
- 3) Ongoing monitoring of therapeutic benefits and side effects
- 4) Appropriate communication with the student, family, school staff, and health care providers
- 5) Proper documentation

School nurses provide direct nursing care to many students with illnesses or disabilities that can be managed with controlled substances. The administration of controlled substances should be delegated to assistive personnel only when on-going training, supervision, and evaluation of the unlicensed person have been provided. It is assumed that controlled substances will be administered during the school day only when the interval between doses requires administration during school hours or "when necessary" to relieve unpredictable symptoms.

It is the position of Sullivan County Schools that controlled substances and/or narcotic analgesics be given on a limited basis in the school setting. The Principal or School nurse may evaluate the situation and determine that the student is unable to attend school while on such medications. The administration of any medication containing a narcotic is discouraged during school hours. If a student requires medication of this type for acute pain, it is recommended that he/she remain at home until a milder form of medication can be utilized.

Narcotic pain relievers and other controlled substances will not be routinely accepted by school personnel. The parent/guardian requesting that these medicines be given to their child at school must be referred to the nursing staff for individual evaluation of the student's health condition. Additional communication with or documentation from the student's health care provider may be requested. Additional permissions from the Director of Schools and/or the Medical Director may be requested.

If it is determined that a narcotic must be administered by the school nurse, the guidelines for prescription medications must be followed with these additional requirements...

- The school nurse will maintain no more than one (1) school day's dose.
- Any narcotic will be counted and logged in and out by the school nurse and a second school employee with the parent/guardian's signature
- If the day's dose is not taken the parent will be required to pick up at the end of the school day or the dose will be destroyed with the witness of two (2) administrative school personnel.
- Additional permissions from the Director of Schools and/or the Medical Director may be requested.