

Cache County School District

Policy Series 3000: Students

Policy No. 3250

Medication Administration for Students in Schools

The Cache County School District acknowledges that, ideally, medication should be administered by the student or their parent/guardian. However, there are situations where students may medically require assistance with medication during school hours. This policy outlines the procedures for the administration of medication by school personnel to students under the control or supervision of the school, in compliance with Utah Code 53G-9-501, as well as for the self-administration of medication by the student.

Authorized school employees are permitted to assist in the administration of medication to students when the student is under the control or supervision of the school. These authorized school personnel must act prudently and responsibly, ensuring substantial compliance with the licensed health care provider's signed "Medication Authorization Form" and operating within the scope of the Utah Nurse Practice Act. Importantly, these personnel are not civilly or criminally liable for any adverse reactions suffered by the student resulting from taking the medication or discontinuing its administration, provided they have notified the parent/guardian. School personnel will not honor "Do Not Resuscitate" orders at school or school activities.

1. Medication Authorization Forms

- Before any medication can be administered by trained school personnel, the appropriate Medication/Health Forms must be completed and signed. This authorization must be renewed annually and, as necessary, in case of changes to a student's medication prescribed by a physician.
- Emergency administration of epinephrine (EpiPen or variations) or opiate antagonist (Narcan/Naloxone) medication is permissible without prior completion of these forms, provided that the school staff member has received the requisite training as outlined by district and health department protocols.

2. Administration of Medication

- All medications requiring administration by non-medical school personnel must be properly delegated by a school nurse in accordance with the Utah Practice Act. These routes include oral, inhalant, eye or ear drops, gastrostomy, topical, injectable and rectal medication.
- School personnel will not be allowed to administer essential oils, vitamins, natural healing products or medical cannabis or any derivative thereof, or CBD oil, lotion, or other form of CBD products to students at school.

3. Medication Delivery and Accountability

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- Parents or guardians are responsible for delivering the medication to the school and collecting any remaining doses at the conclusion of the school year.
- Both the parent(s)/guardian(s) and school personnel responsible for receiving and administering the medication should conduct a joint count of the pills/doses. This count should be documented on the medication administration form, along with the names of the individuals involved in the counting.

4. Medication Container Requirements

- Prescription medication shall only be accepted in containers labeled by a pharmacist. These labels must contain the student's name, medication name, route of administration, time of administration, and the prescribing physician's name.
- Non-prescription medication must be in the original container and labeled with the student's name and dose, as per doctor's orders.

5. Personnel Training

- Designated school personnel must undergo training by the school nurse prior to being authorized to administer medication.
- The school nurse(s) will provide the necessary training to designated school personnel responsible for administering medication.

6. Withdrawal of Authorization

- After notifying the parent/guardian the school may discontinue medication administration by its personnel if non-compliance with the policy occurs, either by the parent/guardian or the student, or if medication is repeatedly refused.
- Withdrawal of medication for students on 504 accommodation plans or an IEP can only occur after a meeting with the parent.

Legal References:

Utah Code 53G-9-501 through 506

Nurse Practice Act R156-31B-701

Utah Code 26-41-101594

Utah Code Ann. 53G-9-505

Utah Code 53A-11-603.5

Utah Code 26B-4-508-514

Utah Code 53G-9-208

Synopsis:

Approved by the Board of Education: March 21, 2024