



Health Services Department

Emergency Medication/Treatment Self-Administration Packet - Allergy

Student Name: _____ Grade: _____ School Year: _____

Allergies: _____

Medication/Treatment:

- Rescue Inhaler _____
- Epinephrine _____
- Diabetic Treatment _____
- Other _____

I, a licensed physician or nurse practitioner, certify that this child has a medical history of _____, a chronic medical condition; has been trained in the use of the listed medication/treatment; and is capable of carrying and self-administering the listed medication/treatment. The child should notify school staff if medications/treatments are used, but the condition is not improved. The child understands the hazards of sharing medications with others and agrees to use medication/treatment as prescribed.

Signature of Health Care Provider: _____ Date: _____

Name of Health Care Provider: _____ Phone: _____

***Physician signature required for initial authorization only**

I, the parent or legal guardian of the student listed above, give permission for my child to carry and self-administer the above-listed medications/treatments. I have instructed my child to notify the school staff if medications/treatments are used, but the condition has not improved. I understand that, absent any negligence, the school shall incur no liability as a result of any injury arising from the self-administration of medication by my child. This permission can be revised if there is evidence that the student is not administering medication appropriately.

I have been offered a copy of the Missouri Revised Statute Chapter 167 Section 167.627.1, abbreviated, and the Liberty Public Schools Board Policy for Administration of Medication to Students (JHCD).

Signature of Parent or Legal Guardian: _____

Printed Name of Parent or Legal Guardian: _____

Date: _____

*Parent signature required yearly on Annual Authorization Form and Medication Authorization Form.

Student has demonstrated proper use to the school nurse. _____
(School Nurse Signature)

Updated February, 2026

Missouri Revised Statutes -August 28, 2016 Chapter 167: Pupils and Special Services: Section 167.627.1 Possession and self-administration of medication in school--requirements.

167.627. 1. For purposes of this section, the following terms shall mean:

(1) "**Medication**", any medicine prescribed or ordered by a physician for the treatment of asthma or anaphylaxis, including, without limitation, inhaled bronchodilators and auto-injectable epinephrine;

(2) "**Self-administration**", a pupil's discretionary use of medication prescribed by a physician or under a written treatment plan from a physician.

2. Each board of education and its employees and agents in this state shall grant any pupil in the school authorization for the possession and self-administration of medication to treat such pupil's chronic health condition, including but not limited to asthma or anaphylaxis, if:

(1) A licensed physician prescribed or ordered such medication for use by the pupil and instructed such pupil in the correct and responsible use of such medication;

(2) The pupil has demonstrated to the pupil's licensed physician or the licensed physician's designee, and the school nurse, if available, the skill level necessary to use the medication and any device necessary to administer such medication prescribed or ordered;

(3) The pupil's physician has approved and signed a written treatment plan for managing the pupil's chronic health condition, including asthma or anaphylaxis episodes, and for medication for use by the pupil. Such a plan shall include a statement that the pupil is capable of self-administering the medication under the treatment plan;

(4) The pupil's parent or guardian has completed and submitted to the school any written documentation required by the school, including the treatment plan required under subdivision (3) of this subsection and the liability statement required under subdivision (5) of this subsection; and

(5) The pupil's parent or guardian has signed a statement acknowledging that the school district and its employees or agents shall incur no liability as a result of any injury arising from the self-administration of medication by the pupil or the administration of such medication by school staff. Such statement shall not be construed to release the school district and its employees or agents from liability for negligence.

3. An authorization granted under subsection 2 of this section shall:

(1) Permit such pupil to possess and self-administer such pupil's medication while in school, at a school-sponsored activity, and in transit to or from school or school-sponsored activity; and

(2) Be effective only for the same school and school year for which it is granted. Such authorization shall be renewed by the pupil's parent or guardian each subsequent school year in accordance with this section.

4. Any current duplicate prescription medication, if provided by a pupil's parent or guardian or by the school, shall be kept at a pupil's school in a location at which the pupil or school staff has immediate access in the event of an asthma or anaphylaxis emergency.

5. The information described in subdivisions (3) and (4) of subsection 2 of this section shall be kept on file at the pupil's school in a location easily accessible in the event of an emergency.

Epinephrine Student Skills Checklist

EpiPen and Epipen Jr or Generic Trainer Skills Checklist:

1. Remove the epipen or epipen jr auto-injector from the carrier tube.
2. Grasp the auto-injector in your fist with the orange tip (needle end) pointing downward.
3. With your other hand, remove the blue safety release by pulling straight up.
4. Swing and push the auto-injector firmly into the middle of the outer thigh until it 'clicks'.
5. Hold firmly in place for 3 seconds; then remove.
6. Remove and massage the injection area for 10 seconds.
7. Verbalize that you will tell the school nurse whenever you use the EpiPen. If the school nurse is unavailable, you will tell the principal or appropriate district personnel.

_____ Requires Supervision _____ Performs Independently

Neffy or Generic Epinephrine Nasal Spray Trainer Skills Checklist:

1. Remove the device from the carrier case.
2. Hold the nasal spray device between index and middle finger with thumb on plunger.
3. Insert nozzle of device into nostril until fingers touch nose. Hold straight.
4. Press plunger firmly.
5. Get emergency medical help, after using the device.
6. If symptoms get worse or reoccur after 5 minutes, use a new nasal device to give a second dose in the SAME nostril.
7. Verbalize that you will tell the school nurse whenever you use the device. If the school nurse is unavailable, you will tell the principal or appropriate district personnel.

_____ Requires Supervision _____ Performs independently

IMPAX Epinephrine (generic Adrenaclick) Trainer Skills Checklist:

1. Remove the epinephrine auto-injector from the carrier tube.
2. Pull off both blue end caps; you will now see a red tip.
3. Grasp the auto-injector in your fist with the red tip pointing downward.
4. Put the red tip against the middle of the outer thigh.
5. Press down hard and hold firmly against the thigh for 10 seconds, then remove.
6. Verbalize that you will tell the school nurse whenever you use the impax. If the school nurse is unavailable, you will tell the principal or appropriate district personnel.

_____ Requires Supervision _____ Performs Independently

Auvi-Q Trainer Skills Checklist:

1. Remove auvi-q from the outer case. This will automatically activate the voice instructions.
2. Pull off the red safety guard.
3. Place black end of Auvi-q against the middle of the outer thigh.
4. Press firmly and hold for 3 seconds; then remove.
5. Verbalize that you will tell the school nurse whenever you use Auvi-Q. If the school nurse is unavailable, you will tell the principal or appropriate district personnel.

_____ Requires Supervision _____ Performs Independently

Nurse's Signature: _____ Date: _____