

**FLORIDA STATE UNIVERSITY SCHOOLS
POLICY MANUAL
STUDENTS
CHAPTER 5.0**

5.62

MEDICATION ADMINISTRATION

- I. In order to maintain compliance with State law and uphold a family's right to exercise private medical decisions while ensuring a learning environment free from obstruction, the Board determined that the administration of prescription medication, non-prescription medication (over the counter/OTC) for temporary medical conditions, and/or medically-prescribed treatments should only be administered by school personnel to a student during school hours when: 1) failure to do so would jeopardize the health of the student; 2) the student would not be able to attend school if the medication or treatment were not made available during school hours; or 3) if the child requires medication to benefit from their educational program.

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II. Administration of Medication by School Personnel

- A. Each school principal shall designate a staff member(s) to administer medications. The staff member(s) shall be trained annually by a registered nurse, a licensed practical nurse, an advanced practice registered nurse, a licensed physician or a licensed physician assistant
- B. Instructions on using a prescription medication shall be provided by a physician or described on the medication container provided by the physician or pharmacist.
- C. All medications (other than those listed in III) shall be delivered to the office/clinic with a Medication Permission form signed by the student's parents, which includes the following information:

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1. Diagnosis;
2. Reason for giving;
3. Name and purpose of medication;
4. Time the medication is to be given;
5. Specific instructions on the administration of the medication (dose and route);
6. Approximate duration of medication (Beginning date - Ending date);
7. Allergies;
8. Side effects;
9. An acknowledgement that the first dosage has already been administered to limit the likelihood of an allergic reaction on school grounds.

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- D. Prescription medication which is kept at school shall be stored in a secure place under lock and key with the student's name attached. Only authorized staff who administer said medication shall have access to it.
- E. Trained school personnel may administer non-prescription medications for pain relief and seasonal allergies for up to five (5) days with parent permission.
- F. An individual student medication record form must be maintained for each student receiving medication administered by school personnel. Documentation of medication administration must be done immediately after each dose is administered. If a student is receiving more than one medication by school personnel, separate student medication records must be maintained for each medication.

- G. Medication maintained at school must be obtained by parents at the end of the school year. Unclaimed or expired medication will be disposed of via a drug deactivation system.

III. Self-Administration of Medication by Students

- A. In accordance with Florida law, a student may carry one or more of the following prescription medications on their person, if written approval by their physician and their parent is provided in advance to the school principal or designee:

1. A short acting bronchodilator;
2. An epinephrine auto-injector;
3. A prescribed pancreatic enzyme supplement; and/or
4. Diabetic supplies and equipment.

- B. A student who has permission to self-administer one or more of the medications in III(A) may carry the medication at school, on the school bus or at any school related activity. The principal, or designee, shall notify the bus driver and the teacher of record or sponsor.

- C. Medication will be returned to parents at the end of the school year. Unclaimed or expired medication will be disposed of via a drug deactivation system.

- D. A student may possess and use a medication regulated by the US Food and Drug Administration for over-the-counter use to treat and/or relieve headaches while on school property or at a school-sponsored event or activity without a physician's note or prescription.

- IV. Field Trips - The requirements for the administration of medication while students are away from school property or on official school business shall be

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the same as those while on school property. All medications that are taken on field trips or other official school business must be in the original container. Only trained personnel will administer medication away from the school site except for students who have permission to self-administer medications as set forth in Section III above.

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V. Administration of School Supplied Emergency Medication

A. Epinephrine

1. In accordance with Florida law, schools may purchase and maintain a supply of a United States Food and Drug Administration (FDA)- approved epinephrine delivery device to use when a student is having an anaphylactic reaction. The medication shall be kept in a locked, secure location accessible only to trained personnel.
2. Should FSUS-Leon elect to purchase and maintain, the School Board shall adopt a protocol, developed by a licensed physician, for the administration of epinephrine in emergency situations.
3. Only school personnel who are trained to recognize an anaphylactic reaction and certified to administer an epinephrine auto-injector or a person who is authorized by an authorized health care practitioner shall be permitted to administer this medication; however, the United States Food and Drug Administration (FDA)- approved epinephrine delivery device, may be given to a student who is authorized to self-administer their own, United States Food and Drug Administration (FDA)- approved epinephrine delivery device on themselves.
4. Given that FSUS Leon serves students in K-8, FSUS Leon shall provide training to an adequate number of school personnel and contracted personnel on the recognition of anaphylactic reaction

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and the administration of United States Food and Drug Administration (FDA)- approved epinephrine delivery device.

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5. For a student in grades K-8 that has an emergency action plan for anaphylaxis, the plan must be accessible at all times when the student is on school grounds, whether during the school day or participating at school in a school-sponsored activity.

6. In accordance with Florida law, trained school personnel who administers an United States Food and Drug Administration (FDA)- approved epinephrine delivery device shall not be liable for any injury resulting from the administration of an United States Food and Drug Administration (FDA)- approved epinephrine delivery device provided that the trained school personnel followed established protocols and believed that the student was having an anaphylactic reaction.

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- a. Notwithstanding that the parents or guardians of the student to whom the United States Food and Drug Administration (FDA)- approved epinephrine delivery device is administered have not been provided notice or have not signed a statement acknowledging that the school district is not liable; and
- b. Regardless of whether authorization has been given by the student's parents or guardians or by the student's physician, physician assistant, or advanced practice registered nurse.

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B. Emergency Opioid Antagonist ("EOA"). The School Board recognizes that the opioid epidemic is a public health crisis and access to opioid-related overdose reversal medication can be life-saving.

1. In accordance with Florida law, schools may purchase and maintain a supply of Emergency Opioid Antagonist

medication to use in the event that a student has an opioid overdose. Emergency Opioid Antagonist (EOA) is naloxone hydrochloride or any similarly acting drug that blocks the effects of opioids administered from outside the body and that is approved by the United States Food and Drug Administration for the treatment of an opioid overdose. The medication shall be kept in a locked, secure location accessible only to trained personnel.

2. The Executive Director shall develop an administrative procedure that outlines a protocol for the use of EOA by trained school personnel who suspect an opioid overdose.
3. Only school personnel who are trained to recognize an opioid overdose and to administer an EOA pursuant to this policy shall be permitted to administer this medication.
4. To the extent provided by law, the Board, its members, employees and contractors shall not be liable civilly for acts or omissions associated with procuring, maintaining, accessing, or using EOA in emergency situations as prescribed by this policy and any administrative guidelines.

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C. Short Acting Bronchodilator for Respiratory Distress

1. _____ In accordance with Florida law, schools may purchase and maintain a supply of short acting bronchodilators and components to use in the event that a student with a known diagnosis of asthma is experiencing respiratory distress. The medication shall be kept in a locked, secure location accessible only to trained personnel.

2. Should the school elect to purchase and maintain, the school shall adopt a protocol, developed by a licensed physician, for the administration of short acting bronchodilators or components by school personnel who are trained to recognize symptoms of respiratory distress and to administer a short-acting bronchodilator or components.
3. Only school personnel who are trained to recognize symptoms of respiratory distress and to administer a short-acting bronchodilator or components shall be permitted to administer this medication; however, the short acting bronchodilator may be given to a student who is authorized to self-administer a short acting bronchodilator.
4. The school district or school shall provide written notice to the parent of each student enrolled in the school district or school of the school's adopted protocol on bronchodilator administration. The public school must receive prior permission from the parent or guardian to administer a short-acting bronchodilator or components to a student.
5. In accordance with Florida law, trained school personnel who administer or attempts to administer a short-acting bronchodilator or components, as well as the Board, are immune from civil or criminal liability as a result of such administration or attempted administration of a short-acting bronchodilator or components.

D. Undesignated Glucagon for Diabetic Emergency

1. In accordance with Florida law, schools may purchase and maintain a supply of undesignated glucagon for the purpose of treating a student with diabetes experiencing a hypoglycemic emergency.. The medication shall be kept in a locked, secure location that is immediately accessible only to trained personnel, and shall be kept in accordance with the manufacturer's instructions.
2. Only school personnel who are trained to recognize symptoms of a student experiencing a hypoglycemic emergency and to administer undesignated glucagon shall be permitted to administer this medication.

3. Immediately after undesignated glucagon has been administered to a student, an employee of the public school shall call for emergency assistance, notify the school nurse, and notify the student's parent or guardian or emergency contact.
4. In accordance with Florida law, trained school personnel who administer or attempt to administer glucagon, as well as the Board, are immune from civil or criminal liability as a result of such administration or attempted administration of glucagon.

STATUTORY AUTHORITY: 1001.41, 1001.42, F.S.

LAW(S) IMPLEMENTED: 381.88, 381.887, 381.885, 499.003, 768.13, 1000.21, 1001.43, 1002.20, 1002.22, 1006.062, 1014.06 F.S.

STATE BOARD OF EDUCATION RULE(S): 6A-6.0251, 6A-6.0252, 6A-6.0253

STATE DEPARTMENT OF HEALTH RULE(S): 64F-6.004

HISTORY:

ADOPTED:

REVISION DATE(S): 2/13/24

FORMERLY: 4.14

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