BOARD POLICY

210 Use of Medications

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Purpose

The Board shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication to a student during school hours in accordance with the direction of a parent/guardian and licensed prescriber will be permitted only when failure to take such medicine would jeopardize the health of the student or the student would not be able to participate in the educational program if the medicine were not available during school hours.

Definitions

Medication shall include all prescribed medication and any non-prescription over-the-counter (OTC) medications.

Licensed prescriber shall include a health care provider who is legally authorized to prescribe medications or treatments.

Standing orders are medical directives provided by a licensed prescriber authorizing administration of specific OTC medications according to a defined protocol.

Authority

The Board directs all District employees to comply with the Pennsylvania Department of Health's Guidelines for Pennsylvania Schools for the Administration of Medications and Emergency Care.

In order for any medication to be administered to any student by the School District there must be a written order from a licensed prescriber. This written permission should include:[1] [2]

1. Name of the child.
2. Date of the prescription.
3. Name of the medication.
4. Dosage and route of administration.
5. Specific time, or special circumstances, in which the medication shall be administered.
6. Specific length, period, or amount of medicine prescribed.
7. Signature of the prescriber.

The student's parent/guardian must request in writing that the School District comply with the written medication order.

Acetaminophen (Tylenol), ibuprofen, emergency medications, and specified over-the-counter medications may be administered according to the current standing orders of the school physician if the parent's written permission for the current year is on file.

Medication will not be administered unless the prescription is properly labeled and the required permissions are obtained. Written orders and parental permissions may be faxed to District locations. No e-mails will be accepted as permission.

Parents may come to the school nurse's office to administer a medication dose to their child.

Verbal orders from a licensed prescriber for administration of medications will be accepted by the registered nurse and must be followed with a written order within twenty-four (24) hours.

All medication orders will expire at the end of each school year.

Delegation of Responsibility

The school nurse coordinator, in conjunction with the superintendent, shall develop and update procedures for the administration of medication to include record keeping, safety practices, and effectiveness of policy and procedure.

Medications shall be administered by the school nurse, or in the absence of the school nurse, as otherwise provided for by School District policy. An exception would be an epi-pen, which may be administered by a non-licensed individual.

In the event of an emergency, a District employee may administer medication when s/he believes, in good faith, that a student needs emergency care.[3]

The Certified School Nurse shall collaborate with District administration, faculty and staff to develop an individualized healthcare plan to best meet the needs of individual students. [4] [5]

Guidelines

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations and the Department of Health Guidelines.[6] [7]

Students may possess and use asthma inhalers and epinephrine autoinjectors.[8] [9]

Delivery of Medication to/From School

DTSD and the school health personnel shall not be responsible for the transportation of medication to/from school. A Parent/Guardian or other responsible adult shall deliver the medication to the appropriate health office. A verification of the medication and count will be completed and documented. The parent/guardian will be notified if there is a discrepancy in the medication and/or count. Records will be kept to monitor the medication amounts received in the office.

Prescribed medication must be provided in a container appropriately labeled by the pharmacy or healthcare provider. The label must include the student name, medication name, dosage, time, and route of administration. Over-the-counter medication must be in the original, unopened bottle with a readable label and written licensed prescriber order is required.

Parents must ask the pharmacist for "school packaging"- a separate container labeled just for the school time dose.

Parents are asked to pick up medication at the end of the medication administration order or the end school year.

Medications not picked up within one (1) day of the end of the school year will be discarded and documented.

Special Medication Administration Situations

Missed morning dose:

1. If an order exists for a morning dose, the nurse may administer medication after verifying with the parent that the child did not take the prescribed medication before coming to school.

2. Parents may come to the school nurse's office to administer a medication dose for which the school nurse does not have an order.

Storage of Medication

Medications must be stored in the original container in a locked cabinet in the health room or in the locked refrigerator, as indicated on the pharmaceutical label.

Medications shall not be in a child's possession except when permitted by policy and/or law. Violations will be addressed by the school's drug and alcohol policy.

The nurse will evaluate each request for exceptions to this policy based upon medical need, receipt of supporting written orders and documentation of student's correct procedure/technique by the student's licensed prescriber, and receipt of written parent

request. Examples could include inhaler/discus, emergency anaphylactic kit, and diabetic insulin pump. Specific plans may be developed considering individual student health needs and school integration and implementation.

The School District shall not store more than a thirty-day supply of an individual's medication.

Legal Footnotes

[1] **24 P.S. 510**
LEGAL REFERENCE

[2] **22 PA Code 12.41**
LEGAL REFERENCE

[3] **42 Pa. C.S.A. 8337.1**
LEGAL REFERENCE

[4] **Pol. 103.1 — Nondiscrimination — Qualified Students With Disabilities**
POLICY REFERENCE

[5] **Pol. 113 — Special Education**
POLICY REFERENCE

[6] **24 P.S. 1409**
LEGAL REFERENCE

[7] **Pol. 216 — Student Records**
POLICY REFERENCE

[8] **24 P.S. 1414.1**
LEGAL REFERENCE

[9] **Pol. 210.2 — Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors**
POLICY REFERENCE