

# Foster School District

## Policy # 5144

### Medication Administration Policy

#### PURPOSE:

The purpose of this policy is to establish a consistent method for administering medication to students while at school or at school related activities.

#### POLICY STATEMENT:

Parents are advised to give medications at home and on a schedule other than during school hours. However, if a student's health care provider decides it is necessary for that student to receive medication (prescription or over-the-counter) during the school day, adherence to school regulations is required.

1. Except in the case of an emergency situation as addressed in this policy, only certified nurse-teachers or parents/legal guardians are authorized to dispense medication to students. This includes field trips and other school sponsored activities.
2. All medications must be transported to and from school by a parent or another adult. Students shall not carry medication while at school or at a school sponsored event with the exception of emergency medications and field trip medications as addressed in this policy.
3. All medications, including prescription and over the counter medications will be dispensed by the school nurse-teacher only when:
  - a. Received by the school nurse-teacher in the original labeled container
  - b. The administration of such medication in school is requested in writing by the licensed health care provider (including student's name, name of drug, dose, time when medication is to be given, diagnosis, and any special instructions) and
  - c. Authorized in writing by the student's parent/legal guardian.
4. Facsimile transmissions and verbal orders to the school nurse-teacher will be accepted. Verbal orders must be followed up within three working days with a written order.
5. Epinephrine auto-injectors and inhalers may be self-carried and self-administered with written authorization from both licensed health care provider and student's parent/legal guardian in agreement with the principal and school nurse teacher. An inhaler or epinephrine auto-injector will be stored in the health office for every student requiring one in addition to one the student may be allowed to carry.
6. Regarding field trips, inhalers and epinephrine auto-injectors should be carried by the teacher or parent/legal guardian unless written authorization from a licensed

- health care provider state otherwise. Students may self-carry and self-administer other prescription medication on field trips only when it is: (a) requested in writing by the attending health care provider, (b) authorized in writing by the parent or legal guardian and (c) in consultation with school nurse-teacher and administration. A single dose of the medication will be supplied by the parent in an original labeled container. For the purpose of safety and security in transport, the medication may be put in a secure container and transported by the teacher. However, the student must be able to readily identify and self-administer his/her own medication.
7. In the event of a suspected case of anaphylaxis, school personnel may administer the emergency protocol, including and epinephrine auto-injector to a medically identified student.
  8. Current reliable information regarding the safe use of the medication including side effects and toxicity, possible drug interactions, and expected outcomes must be available for all medications administered by the school nurse teacher.
  9. Medication will not be administered until the school nurse verifies that the above requirements have been met.
  10. All medications administered by the certified school nurse-teacher shall be documented on a Medication Administration Form in accordance with the *Rules and Regulations for School Health Programs (R16-21-SCHO)*.
  11. Nothing in this policy shall be construed to violate the rights of any students that are guaranteed by state or federal law.

Adopted: 3-27-2007