

SCHOOL PROCEDURES REGARDING SELF-ADMINISTRATION OF MEDICATION DURING SCHOOL HOURS

Board Approved: 12-7-2015

1. Prescription medications must be clearly labeled by a U.S. dispensing pharmacy and contain the following information: (consistent with prescription of authorized licensed health care provider)
 - ◆ Student's full name
 - ◆ Physician's name
 - ◆ Dosage, schedule, and route
 - ◆ How long medication is to be taken? 1 year or short-term (date medication is to be discontinued or number of days medication is to be administered.)
2. Non-prescription (over the counter) medications must be in the original container and must include a note from a physician that specifies the dosage, method of administration, and the time schedule.
3. Requests for Self-Administration of Medication during School Hours must be renewed annually.
4. Parent/Guardian will notify the school nurse or site administrator and provide a new Request for Self-Administration of Medication During School Hours when there is a change in the student's medication, health status or authorized health care provider.
5. Injectable medications, which are to be given on an emergency basis, require special arrangements and training of school staff by the school nurse/health clerk.
6. A copy of this authorization should be carried with the medication.