

Duchesne County School District - Policy Proposal

5.0412.04 ADMINISTERING MEDICATION

Issue Date: 5/8/97

Existing Policy	Proposed Policy
<p>5.0412.04 ADMINISTERING MEDICATION Issue Date: 5/8/97</p> <p>Employees of the District may administer medication to a student during periods when the student is under the control of the school, subject to the following conditions:</p> <ol style="list-style-type: none">1. The District has received a current written and signed request to administer the medication during regular school hours to the student from the parent, legal guardian, or other person having legal control of the student.2. The student's physician, dentist, nurse practitioner or physician assistant has provided a signed statement describing the method, amount, and time schedule for administration, and a statement that employees during periods when the student is under the control of the school is medically necessary.3. Administering over-the-counter medications requires a prescribing practitioner statement as well as consent of the parent or guardian. Protocol for administering over-the-counter medications is the same as for administering prescription medications.4. Oral, topical, and inhalant medication may be administered by assigned school personnel. Medications requiring other routes of administration will not be given by school personnel except in emergency situations. In non-emergency situations, medications requiring other routes of administration must be given by a registered nurse.5. All medication that is to be given at school must be furnished by the parent or guardian and delivered to the school by a responsible adult.6. All prescription medication must be in the original container labeled by the pharmacy with the	<p>5.0412.04 ADMINISTERING MEDICATION Issue Date:</p> <p>Employees of the District may administer medication to a student during periods when the student is under the control of the school, subject to the following conditions:</p> <ol style="list-style-type: none">1. The District has received a written and signed request to administer the medication during regular school hours by the legally responsible individual of the student. It is preferred that this request will be done at the beginning of each school year and whenever there is a change in medication.2. The student's physician, dentist, nurse practitioner or physician assistant has provided a signed statement describing the method, amount, and time schedule for administration of a Student Prescription medication/s, Student Specific Over-the-counter medication/s, Standing Orders Over-the-counter medication/s, and a statement that employees during periods when the student is under the control of the school is medically necessary at the beginning of each school year.3. Administering Student Specific and Standing Orders Over-the-counter medications requires a prescribing practitioner statement as well as consent of the parent or guardian. Protocol for administering Student Specific over-the-counter medications is the same as for administering prescription medications.4. Protocol for administering Standing Orders Over-the-counter medications requires a current student weight and a phone call to a parent/legal guardian in addition to the protocol for prescription medications.5. All Student Prescription and Student Specific medication that is to be given at school must be furnished by the parent or guardian and delivered to the school by a responsible adult.6. All medication must be in the original container. Student Prescriptions must be labeled by the pharmacy with the name of the student, the name of the physician, the name of the medication, the

name of the student, the name of the physician, the name of the medication, the amount to be given (dose), and the duration of the treatment. Over-the-counter ~~drugs~~ must be in the original bottle and labeled with the student's name.

7. All medication ~~provided to the school~~ is to be kept in a secure location under lock and key.

8. Insofar as possible, one person shall be assigned the responsibility of administering student medication.

9. A record including the type of medication, amount, and the time and day it was administered must be kept for each student receiving medication at school. The person administering the medication must sign the record each time medication is given.

10. Students are not to carry or self-administer medication on school premises unless it is expressly ordered by the student's physician in writing, because of life-threatening circumstances.

11. Authorization for administration of medication on school premises may be withdrawn by the school at any time following actual notice to the student's parent or guardian.

Utah Code § 53A-11-601

amount to be given (dose), and the duration of the treatment.

Student Specific Over-the-counter **medications** must be in the original bottle/**packaging** and labeled with the student's name.

Standing Orders Over-the-counter medications must be in the original bottle/**packaging**.

7. All medication must be kept under lock and key, **with the exception of emergency medications, which must be secured but not locked during school hours.** **Emergency medications should be locked after school hours.**

8. Insofar as possible, one person shall be assigned the responsibility of administering student medication.

9. A record including the type of medication, amount, and the time and day it was administered must be kept for each student receiving medication at school. The person administering the medication must sign the record each time medication is given.

10. Students are not to carry or self-administer medication on school premises unless it is expressly ordered by the student's physician in writing, because of life-threatening circumstances.

11. Authorization for the administration of medication on school premises may be withdrawn by the school at any time following actual notice to the student's parent or guardian.

12. School personnel who administer medication to students in compliance with the prescriptive order are not liable, civilly or criminally, for any adverse reaction suffered by the student as a result of taking the medication or the school's discontinuing the administration of the medication.

13. Prescription Medication must be picked up by the legally responsible individual of the student within one (1) week following the last dose administered. Medication remaining at the school after this time will be destroyed according to the directives of the school nurse.

Student Specific Over-the-counter medications must be picked up by the legally responsible individual of the student within one (1) week following the last day of school. Medication remaining at the school after this time will be destroyed according to the directives of the school nurse. **Utah Code §53G-9-502.**