

STUDENT SERVICES

MEDICATION AT SCHOOL

Each school principal shall authorize at least two staff members to administer prescribed or non-prescribed oral medication. Oral medications are administered by mouth either by swallowing or inhaling and may include administration by mask if the mask covers the mouth or mouth and nose. These designated staff members will participate in an in-service training session conducted by a physician or registered nurse prior to the opening of school each year.

Prescribed or over-the-counter oral medication may be dispensed to students on a scheduled basis upon written authorization from a parent and with a written request by a licensed health professional prescribing within the scope of their prescriptive authority. Requests shall be valid for not more than the current school year. The prescribed or non-prescribed medication must be properly labeled and be contained in the original container. The dispenser of prescribed or non-prescribed oral medication shall:

- A. Collect the medication directly from the parent, students should not transport medication to school, collect an authorization form properly signed by the parent and by the prescribing health professional;
- B. Store the prescription or non-prescribed oral medication (not more than a twenty (20) day supply) in a locked substantially constructed cabinet; and
- C. Maintain a daily record, which indicates that the prescribed or non-prescribed oral medication was dispensed.
- D. Provide for supervision by a physician or registered nurse.

A copy of this policy/procedure shall be provided to the parent upon request for administration of medication in the schools.

For the over the counter medications at middle school and high school, a student may carry a daily dose at school with parent authorization/permission. No notification to school authorities is required for one day's dose of over-the-counter medications. Any sharing of prescription medication is illegal, even the sharing of over-the-counter medication is a violation of school rules and can carry a penalty of suspension or expulsion. A copy of guidelines for medications at school will be given to students/parents each year.

Medications administered, other than orally, may only be administered by a registered nurse or licensed practical nurse. No prescribed medication shall be administered by injection by staff except when a student is susceptible to a predetermined, life-endangering anaphylactic condition. The parent shall submit a written statement which grants a staff member the authority to act according to the specific written orders and supporting directions provided by licensed health professional prescribing within his or her prescriptive authority (e.g., medication administered to counteract an allergic reaction). Such medication shall be

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administered by staff trained by the supervising registered nurse to administer such an injection.

Written orders for emergency medication, signed and dated, from the licensed health professional prescribing within his or her prescriptive authority shall:

- A. State that the student suffers from an allergy, which may result in an anaphylactic reaction;
- B. Identify the drug, the mode of administration, the dose;
- C. Indicate when the injection shall be administered based on anticipated symptoms or time-lapse from exposure to the allergen;
- D. Recommend follow-up after administration, which may include administration of additional medications, transport to hospital.
- E. Specify how to report to the health professional prescribing within his or her prescriptive authority and any record keeping recommendations.

If a health professional and a student's parent request that a student be permitted to carry his/or her own medication and/or be permitted to self-administer the medication, the principal may grant permission after consulting with the school nurse. The process for requesting and providing instructions shall be the same as established for oral medications. The principal and nurse shall take into account the age, maturity and capability of the student; the nature of the medication; the circumstances under which the student will or may have to self-administer the medication and other issues relevant in the specific case before authorizing a student to carry and/or self-administer medication at school. Except in the case of multi-dose devices (like asthma inhalers), students shall only carry one day's supply of medication at a time. Violations of any conditions placed on the student permitted to carry and/or self-administer his or her own medication may result in termination of that permission, as well as the imposition of discipline when appropriate.

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DISTRICT GUIDELINES FOR ALL MEDICATIONS: PRESCRIBED AND ‘OVER THE COUNTER’

Prescribed and ‘Over the Counter’ medications may be an important component of your child’s wellness plan. To prudently manage student health and safety, Wenatchee School District has placed certain guidelines. This addresses how any medication is used at school. These guidelines will be given to every student each year.

Briefly...

- Prescribed medications taken at school, or that may be stored at school, must have an accompanying *Authorization for Medication Administration #SN-02* form completed by the prescribing health care professional. The exception is asthma inhalers, if no back up is provided to the office.
- Students in middle and high school may carry a small quantify of ‘Over the Counter’ (OTC) medication equal to a one-day dose, provided their parents have given their child permission to do so.
- Students in all grades shall be granted permission to self-carry rescue medication. (Rescue Medications- Next page)

Elementary Students (Grades K-5)

<p>Prescribed medications* (*Except epi-pen and asthma inhaler, please see below.)</p>	<p>Students may not self-carry these medications. Prescribed medications taken at school, or that may be stored at school, must have an accompanying <i>Authorization for Medication Administration #SN-02</i> form completed by the prescribing health care professional. Parents must transport medications to school; students are not allowed to carry these medications.</p>
<p>Self-carry rescue medications: (Epi-pen and asthma inhaler.)</p>	<p>Students in elementary grades shall be granted permission to self-carry rescue medication. AMA form must be completed for Epi-pen use and storage, and for inhaler storage.</p> <p>Students self-carrying an inhaler do not need to provide an AMA form unless a back up inhaler is stored at school. Parents are strongly encouraged to provide a backup rescue medication to store at the school office.</p>
<p>‘Over the counter’ medications (OTC)</p>	<p>Students may not self-carry these medications. Parents may provide a completed AMA form for ‘Over the Counter’ medications they wish to store at school. Example: Tylenol, Benadryl.</p>

Middle and High School Students (Grades 6-12)

<p>Prescribed medications* (*Except epi-pen and asthma inhaler, please see below.)</p>	<p>Students may not self-carry these medications. Prescribed medications taken at school, or that may be stored at school, must have an accompanying <i>Authorization for Medication Administration #SN-02</i> form completed by the prescribing health care professional. Parents must transport medications to school; students are not allowed to carry these medications.</p>
<p>Self-carry rescue medications: (Epi-pen and asthma inhaler)</p>	<p>Students in grades 6-12 shall be granted permission to self-carry rescue medication. AMA form must be completed for Epi-pen use and storage, and for inhaler storage.</p> <p>Students self-carrying an inhaler do not need to provide an AMA form unless a back up inhaler is stored at school. Parents are strongly encouraged to provide a backup rescue medication to store at the school office.</p>
<p>‘Over the counter’ medications</p>	<p>Students, grades 6-12, may carry a small quantity of ‘Over the Counter’</p>

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(OTC)	<p>medication equal to a one-day's dose, provided their parents have given their child permission to do so. They may carry a one-day dose without providing an AMA form.</p> <p>Parents may provide an AMA form for OTC medications they wish to store at school. Example: Tylenol, Midol, Benadryl.</p>
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Rescue Medications for All Grades:

- **Inhaler:** No AMA form is required for students to self-carry inhalers. However, an AMA form is required if back up medication is stored at school. Parents are strongly encouraged to provide a backup rescue medication to store at the school office for use in the event your child forgets medications at home.
- **Epi-Pen:** An *Authorization for Medication Administration #SN-02* (AMA) form must be signed by both the health care provider and parent/ guardian before student may self-carry Epi-Pen. Parents are strongly encouraged to provide a backup rescue medication to store at the school office for use in the event your child forgets medications at home.

Injectable Medications for Diabetic Management

- Accommodations shall be made through the development of an Individualized Health Care Plan (IHP) for students with diabetes, who require specialized medical care at school, including the possibility of injectable medications and/or blood glucose monitoring. (See Policy #3415 regarding Diabetes)
- These plans shall be developed and supervised by a licensed school nurse in accordance with the Laws Related to Nursing (Washington State Nurse Practice Act) and the Washington State Task Force (OSPI) Guidelines for Care of Students with Diabetes.

Reference: Board Policy

#3415 Accommodating Students with Diabetes

#3416 Medication at School

#3419 Self-Administration of Asthma and Anaphylaxis Medications

RCW 28A.210.260 Administration of Oral Medication by – Conditions

RCW 28A.210.270 Administration of Oral Medication by – Immunity from Liability

9.12.06