

CONRAD WEISER AREA SCHOOL DISTRICT

SECTION: PUPILS
TITLE: USE OF MEDICATIONS
ADOPTED: January 17, 2007
REVISED: February 18, 2015

<p>1. Purpose</p> <p>2. Definition</p> <p>3. Authority</p> <p>SC 510 Title 22 Sec. 12.41</p>	<p style="text-align: center;">210. USE OF MEDICATIONS</p> <p>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 attend school if the medicine were not available during the school hours.</p> <p>The administration of medication to students at school is a closely controlled situation. The first aid treatment of headaches, stomachaches, minor injuries and other common ailments is permitted in accordance with guidelines approved by the school physician. Other than ailments covered in the guidelines, personnel are advised not to attempt the diagnosis and treatment of student illness.</p> <p>For purpose of this policy, medication shall include all prescription or over-the-counter (OTC) medicines.</p> <p>Administration of Medication -</p> <p>1. Before any medication may be administered to any student during school hours: (1) the parent/guardian shall request such administration, give permission for such administration and relieve the Board and its employees of liability for the administration of medication; and (2) the parent/guardian shall provide a completed Medication Permission Form signed by parent/guardian and the physician (or a written statement from the prescribing physician). The request must include the student’s name, the name of the medication, the dosage, the route of administration, the time of administration, the name of the condition for which the medication is being prescribed, any special circumstances under which the medication is being prescribed, any special circumstances under which the medication shall be administered, possible side effects, and the parent’s/guardian’s and physician’s signatures and date. (The form “CWASD Medication Permission” form is available in each building office and on the District website and provides the necessary information and permission).</p>
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2. All medication will be administered by the certified school nurse during the school day or, in the absence of a certified school nurse, by other licensed school health staff (RN, LPN), except as otherwise noted in this policy. Students, subject to the provisions of this policy, may possess and self-administer asthma inhalers (“inhalers”) and epinephrine auto-injectors (EpiPens). In some instances, students may self-administer other medication under the supervision of the certified school nurse.
3. Prescription medication must be brought to school in the labeled prescription container. Likewise, non-prescription medication shall be brought to school in the original container with an attached label, which includes the child’s name. [The completed Medication Permission Form must accompany all medications.](#) No expired medication will be administered.
4. The parent/guardian or designated adult shall hand deliver the medication, along with medication forms, to the nurse’s office. If it is impossible to hand deliver the medication to the nurse’s office, special arrangements should be made with the school nurse.

Please Note: Medications or drugs not handled according to the above procedures may be confiscated by building administration.

5. Controlled medication(s), such as but not limited to stimulants, antidepressants and tranquilizers will be counted by both the nurse and the parent/guardian or adult designee each time the prescription container is brought to school. Upon receiving the medication, the nurse will count, record and initial on the medication record the date and number of pills received.
6. The nurse must be notified in writing of any changes in medication from both the parent/guardian and the physician. Otherwise, the Medication Permission Form is valid for the current school year.
7. The medication will be kept in a secured, locked place in the nurse’s office and will be administered to the student by the nurse at the appropriate time.
8. A medication record, which will include the student name, date, dosage of medication, time of administration, and the initials and signature of the person administering the medication, will be kept for each student’s medication. The medication record, the parent’s/guardian’s authorization form authorizing school medication administration, the statements from the physician, and any other documents shall be kept on file in the office of the school nurse in the student’s current building of attendance. When the medication is discontinued, the authorization form(s) should be included in the health record.

<p>4. Guidelines</p> <p>SC 1414.1</p>	<p>9. Parent/Guardian will be notified when the student does not receive medication due to lack of physician and/or parent/guardian permission, medication brought to school not in original and/or improperly labeled, and/or failure to follow the procedures. The nurse may also refuse to administer the medication if s/he feels administration of the medication would be unsafe to the student's health.</p> <p>10. Parent/Guardian may come to school and administer medication to his/her child in the health room. The parent/guardian should inform the school nurse of the name of the medication, the reason for administering it, and any known side effects to expect.</p> <p>11. If necessary, an oral telephone order or fax order from a physician may be necessary to administer a dose of prescribed medication. The registered nurse (RN) must receive and document the oral medication order and send the order to the physician for his/her signature. This document becomes part of the medication record and the health record. The same applies for discontinuation.</p> <p>12. Information about these Medication Procedures will be updated for the student handbooks. Information will be made available to the faculty and to the parent/guardian at the beginning of the school year and as necessary.</p> <p>13. A parent/guardian or adult designee should pick up medication at the end of the school year. Any unclaimed medication remaining in the nurse's office at the end of the school year will be disposed of appropriately by the nurse.</p> <p>14. Provided there is the signed "Emergency Contact Information Form" from the parent/guardian, district stock medications for the treatment of illness or injury will be kept in health rooms and may be given to students as needed. Standing medical orders from the district's medical consultant will guide nurses in the administration of stock medications.</p> <p>15. In the event of an emergency, a District employee may administer medication when he/she believes in good faith that a student needs emergency care.</p> <p>16. Students violating this policy may be referred to administration. Consultation between administration and school nurse shall occur to determine if further action is indicated or possible policy violations.</p> <p><u>Guidelines For Students Carrying Inhalers Or EpiPens</u></p> <p>1. Students in elementary and secondary school may carry and use their EpiPen or inhalers during the school day. EpiPens or inhalers may be carried by the student if the section regarding carrying EpiPens or inhalers on the "CWASD Medication Permission Form" has been completed and on file in the nurse's</p>
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office. In addition, the student must be able to demonstrate the capability for self-administration and for responsible behavior regarding the use of the EpiPen and/or inhaler. The student must notify the school nurse following the use of an EpiPen or inhaler. The nurse will assess the health of the student, document the use of the medication and arrange for medical attention as needed.

2. The student's name must be on the medication.
3. Medications are not to be shared by other students.
4. All medications not handled in accordance with procedure numbers 1-3 may be confiscated.

References:

School Code – 24 P.S. Sec. 1401, 1409, 1414.1

State Board of Education Regulations – 22 PA Code Sec. 12.3, 12.41