

MEDICATION ADMINISTRATION AT SCHOOL

When a student requires medication, the primary responsibility for administering the medication rests with the parent.

If your Health Care Provider (HCP) determines that medication is necessary during school hours, the following procedure must be followed:

- The medication administration order must be fully completed. This order is required for both prescription and non-prescription medication.
- The parent must complete the Parent Authorization portion on the reverse side of this form.
- Medication must be brought to school by a parent or responsible adult designee.
- The medication must be in its currently-dated prescription bottle with specific instructions for administration.
- Orders on the prescription container must coincide with the order as written by the HCP.
- The medication order must be completed annually or whenever a medication or medication dosage is changed.
- If a medication is discontinued, a parent or adult designee is requested to pick up the remaining medication or to authorize the school nurse to dispose of it.
- Medication will be administered under the direction of the nurse serving your student's school. Please relate questions about medication to this nurse.
- When necessary, the school nurse will contact the prescribing HCP to clarify the medication order or to consult with the HCP regarding the student's reaction to the medication.
- A parent or responsible adult designee must pick up medication at the end of the school year. All medication not picked up at the end of the school year will be discarded.

Asthma Medication:

Asthma Action plans may be accepted as orders provided the physician writes the prescription on the action plan and signs the plan.

Seizure Medication:

Seizure Action plans may be accepted as orders provided the physician writes the prescription on the action plan and signs the plan.

Anaphylaxis Medications:

Anaphylaxis action plans may be accepted as orders provided the physician writes the prescription on the action plan and signs the plan.

Enteral Nutrition:

Tube feeding plans may be accepted as orders provided the physician writes the prescription on the plan and signs

the plan.

Diabetes Medical Management plans may be accepted as orders provided the physician physician writes the prescription on the action plan and signs the plan.