

Students

Series 500

Policy Title Administration of Medication to Students

Code No. 507.2

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The board is committed to the inclusion of all students in the education program and recognizes that some students may need prescription and nonprescription medication to participate in their educational program.

Medication shall be administered when the student's parent or guardian (hereafter "parent") provides a signed and dated written statement requesting medication administration and the medication is in the original, labeled container, either as dispensed or in the manufacturer's container. The written authorization statement will be kept on file at the student's attendance center and/or the district's student information system. Medication instructions and administration authorizations will be renewed each school year and updated immediately as changes occur.

Nonprescription medication, also known as, over-the-counter medication, may be administered to students in 5th grade or above by the building nurse or a certified staff member approved to administer medication. Each nurse's office may maintain an over-the-counter medication supply. A written authorization statement shall be signed by the parent for a student to receive medication for an illness or injury. The authorization includes individual instructions and permission to share medication information with appropriate school personnel. For those not having written authorization, verbal permission may be obtained by the registered nurse via telephone, followed by a written authorization to continue administration.

When administration of the medication requires ongoing professional health judgment, an individual health plan shall be developed by an authorized practitioner with the student and the student's parent. Students who have demonstrated competence in administering their own medications may self-administer their medication. A written statement by the student's parent shall be on file requesting co-administration of medication, when competence has been demonstrated. By law, students with asthma or other airway constricting diseases or students at risk of anaphylaxis who use epinephrine auto-injectors may self-administer their medication upon the written approval of the student's parents and prescribing licensed health care professional regardless of competency.

Emergency procedures will be prepared for specific students with known allergic reactions and seizures by the school nurse. This information will be shared with emergency medical personnel and the appropriate school staff. It is the responsibility of the parent to supply Epinephrine injections if prescribed for their child for severe allergic reaction to e.g.: medication, bee stings, asthma or food. It is the responsibility of the parent to supply emergency medication if prescribed for their child for repetitive or prolonged seizures. Emergency medication, including

rectal Diastat, shall be administered by trained staff as outlined in the student's emergency care plan.

Persons administering medication shall include authorized practitioners, such as licensed registered nurses and physician, and persons to whom authorized practitioners have delegated the administration of medication (who have successfully completed a medication administration course). A medication administration course and periodic update shall be conducted by a registered nurse or licensed pharmacist, and a record of course completion shall be maintained by the school.

Documentation of medication administered to students will be recorded and kept for every time the medication is administered. A written medication administration record shall be on file including:

- date;
- student's name;
- prescriber or person authorizing administration;
- medication;
- medication dosage;
- administration time;
- administration method;
- signature, title, and initials of the person administering medication; and
- any unusual circumstances, actions, or omissions.

Alternative medications such as remedies, enzymes, herbs, vitamins, dietary supplements, homeopathic medicines, or medications from other countries will not be administered to students without the following:

- A written order from a health care provider with legal Iowa prescriptive authority (preferably the primary care physician) that includes:
 - The condition for which the product is being used
 - Appropriateness
 - Safety
 - Appropriate dose for a child of a specific age, weight, and body surface area
 - Possible side effects, toxic effects and/or interactions
 - Treatment of overdose
- A written request from the parent/guardian to follow the health care provider's order.

In all instances, the school nurse shall exercise professional judgment and may refuse medication administration when unable to determine its safety and appropriateness in accordance with 655 Iowa Administrative Code 6.2(152).

Medication shall be stored in a secured area unless an alternate provision is documented.

Emergency protocols for medication-related reactions shall be posted. Medication information shall be confidential information as provided by law.

Disposal of unused, discontinued/recalled, or expired medication shall be in compliance with federal and state law. Prior to disposal school personnel shall make a reasonable attempt to return medication by providing written notification that expired, discontinued, or unused medications needs to be picked up. If medication is not picked up by the date specified, disposal shall be in accordance with the disposal procedures for the specific category of medication.

Legal Reference:

Disposing on Behalf of Ultimate Users, 79 Fed. Reg. 53520, 53546 (Sept. 9, 2014).

Iowa Code §§124.101(1); 147.107; 152.1; 155A.4(2); 280.16; 280.23.

655 IAC §6.2,(152).

79 Fed.

Adopted: February 14, 1994

Reviewed: March 3, 2014
April 16, 2018

Amended: January 26, 2004
October 5, 2009
February 1, 2021

Cross Reference: 506 Student Records
507 Student Health and Well-Being
603.3 Special Education
607.2 Student Health Services