

NORTH PENN SCHOOL DISTRICT
School Board Policy

RECOMMENDED FOR ADOPTION IN AUGUST 2018

5146

STUDENTS

Elementary and Secondary

Welfare

Administration of Medication to Students

Purpose

The District and its employees shall not be responsible for diagnosis and treatment of student illness. The administration of medication to a student during school hours will be permitted only when failure to take such medication would jeopardize the health of the student or would prevent the student from accessing their education in the public school setting.

Definition

For purposes of this policy, medication shall include all medicines: prescription, over the counter, vitamins, dietary supplements, and herbals, excluding cough drops and throat lozenges.

Authority

Before any medication may be administered to or by any student during school hours, the Board shall require the following:

1. The written request of the parent, giving permission for such administration.
2. Prescribed medications must be provided in a container appropriately labeled by the pharmacy or health care provider. The label must include name, medication, dosage, time, and route of administration. Over the counter medications must be in the original packaging.
3. The written order of the prescribing licensed physician, certified registered nurse practitioner or physician assistant which shall include:
 - a. Date.
 - b. Student's name.
 - c. The name of the medication.
 - d. The correct dosage of the medication with instructions on administration.
 - e. The time schedule for administering the medication.
 - f. The dates the medication is to be taken including a termination date where appropriate.
 - g. Signature of a licensed physician, dentist, certified registered nurse practitioner, or physician assistant.

A written order by the prescribing licensed physician, certified registered nurse practitioner or physician assistant is NOT required in the case of over-the-counter medications which may be administered for up to one week pursuant to parent written request and when such medication is provided in original packaging.

Delegation of Responsibility

Except for asthma inhalers and epinephrine auto-injectors, as deemed appropriate by the certified school nurse as provided under Section 6 below, students are NOT PERMITTED to possess medications as defined in this Policy.

All medications shall be administered by a licensed nurse, except in emergency situations, or by the student him/herself when the student has received permission from the certified school nurse to self-administer.

All district employees involved in emergency administration or supervision of self-administration of medication shall receive appropriate training before performing this responsibility.

The District shall review regularly the procedures for administration of medications and shall evaluate recordkeeping, efficacy and safety practices.

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations.

Guidelines

The district shall inform all parents and guardians, students and staff about the policy and procedures governing the administration of medication.

Possession and Use of Asthma Inhalers/Epinephrine Auto-injectors

Student Self-Administration

A student shall be permitted to possess and self-administer asthma inhalers and epinephrine auto-injectors, as deemed appropriate by the certified school nurse, under the following conditions:

1. A written order shall be required by a licensed physician, certified registered nurse practitioner or physician assistant authorizing the student to possess and self-administer the asthma inhaler/anaphylactic medication, at all times, as deemed appropriate.
2. The District and its employees bear no responsibility for ensuring that the medication is taken and relieving the District and its employees of any responsibility for the benefits or consequences of the prescribed medication shall be required.
3. The student shall demonstrate to the school nurse the competency for self-administration and responsible behavior in use of the medication. Determination of competency for self-administration shall be based on the student's age, cognitive function, maturity and demonstration of responsible behavior.

4. The student shall notify the school nurse immediately following each use of an asthma inhaler or epinephrine auto-injector, as deemed appropriate.
5. Students shall be prohibited from sharing, giving, selling, and using any medication in any manner other than which it is prescribed during school hours, at any time while on school property, at any school-sponsored activity, and during the time spent traveling to and from school and school-sponsored activities. The District and its employees may immediately confiscate the asthma inhalers and epinephrine auto-injectors of any student and cancel such student's privilege of possession and self-administration in the event of abuse or failure to comply with the requirements of this policy. Violations of this policy shall be addressed in the Student Code of Conduct.
6. The District reserves the right to require a statement from the physician, certified registered nurse practitioner or physician assistant for the continued use of any asthma inhalers and epinephrine auto-injectors, as deemed appropriate, annually.
7. The District shall develop appropriate forms for parental permission and physician's written order authorizing student possession and self-administration of asthma inhalers and epinephrine auto-injectors, as deemed appropriate.

Delivery of Medication

1. Delivery of medication to and from the school must be made by the parent/guardian or an adult designated by the parent of the student at the discretion of the certified school nurse. At no time should a controlled substance be brought into school or sent home with a student.
2. Controlled substances will be counted by the licensed nurse upon arrival. Date and amount of medication will be documented by the licensed nurse.
3. After contacting the parent, medications not picked up at the end of the school year by the parent will be discarded. The disposition of medication shall be documented.

The administration is authorized to develop and implement administrative regulations regarding the delivery of medication.

Medication Use On Field Trips

No student may be prevented from participating in a field trip due to a need for medication(s) during the school outing.

If the medication is a routine, daily medication that is administered during school hours, a medication order would be on file at the school, and no further documentation would be needed.

If a student requires medication during the hours of the field trip, an individual authorized to administer the medication (a licensed nurse, licensed medical professional, or student's parent/guardian) shall be available during the trip to administer medication, unless the student has been approved for self-administration. In the case of students who may need emergency epinephrine auto-injectors or inhalers, a staff member who has received training approved by the Pennsylvania Department of Health in administration must be available to administer the epinephrine auto-injector while on the trip.

Except for auto-injectors that are continuously worn by the student, for students who are approved for self-administration, a responsible chaperone may maintain the medication until the student seeks out the adult chaperone and retrieves the medication for the purpose of self-administration.

Policy:

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