

# PLUM BOROUGH SCHOOL DISTRICT

SECTION: PUPILS

TITLE: USE OF MEDICATIONS

ADOPTED:

REVISED: April 26, 2011

| 210. USE OF MEDICATIONS                          |   |
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| 1. Purpose                                       | <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 licensed prescriber will be permitted only when:</p> <ol style="list-style-type: none"><li>1. Failure to take such medicine would jeopardize the health of the student.</li><li>2. The student would not be able to attend school if the medicine were not available during school hours. Every attempt should be made to schedule the medication dosage to be given outside of school hours.</li></ol> <p>The Plum Borough School District recognizes that many children are able to attend school because of the effective use of medication in the treatment of illness and disability. Some medication regimens necessitate the administration of medication during school hours. Safe and effective administration of medication requires adherence to a school policy and state regulations.</p> |
| 2. Definitions                                   | <p><b>Medication</b> shall include all prescribed medication and any over-the-counter (OTC) medications.</p> <p><b>Licensed prescriber</b> shall include a licensed physician, dentist, nurse practitioner, or other health care provider who is legally authorized to prescribe either prescription or nonprescription (OTC) medications.</p>  |
| 3. Authority<br>SC 510<br>Title 22<br>Sec. 12.41 | <p>Before any medication may be administered to any student during school hours, the Board shall require the written request of the parent/guardian, which shall give permission for such administration and relieve the Board and its employees of liability for administration of medication. Verbal permission by the parent/guardian for administration of medication may be accepted providing that a written request is sent in by the parent/guardian on the following school day.</p>   |

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| <p>4. Delegation of Responsibility</p> | <p>In order for any medication to be administered to any student by the school nurse, there must be a written order from a licensed prescriber. This written permission should include:</p> <ol style="list-style-type: none"><li>1. Name of the child.</li><li>2. Date of the prescription.</li><li>3. Name of the medication.</li><li>4. Dosage and route of administration.</li><li>5. Specific time, or special circumstances, in which the medication shall be administered.</li><li>6. Specific length, period, or amount of medicine prescribed.</li><li>7. Signature of the prescriber.</li></ol> <p>Emergency medications and specified over-the-counter medications may be administered according to the current standing orders of the school physician if the parent's/guardian's written permission for the current year is on file.</p> <p>Medication will not be administered unless the prescription is properly labeled and the required permissions are obtained. Written orders and parental permissions may be faxed to district locations. No e-mails will be accepted as permission.</p> <p>Parents/Guardians or their designee may come to the school nurse's office to administer a medication dose to their child.</p> <p>Verbal orders from a licensed prescriber for administration of medications will be accepted by the registered nurse and must be followed with a written order within twenty-four (24) hours.</p> <p>All medication orders will expire at the end of each school year.</p> <p>The school nurse coordinator, in conjunction with the Superintendent, shall develop and update procedures for the administration of medication to include recordkeeping, safety practices, and effectiveness of policy and procedures.</p> <p>All medications shall be administered by a registered nurse, a licensed practical nurse, or by the parent/guardian or their designee. The only exception would be an epi-pen, which may be administered by a trained nonlicensed individual.</p> |
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| <p>5. Guidelines</p> | <p><u>Delivery Of Medication To/From School</u></p> <p>The school district and the school health personnel cannot be responsible for the transportation of medication to/from school. A responsible adult shall deliver the medication to the appropriate health office.</p> <p>Prescribed medication must be provided in a container appropriately labeled by the pharmacy or health care provider. The label must include the student name, medication name, dosage, time, and route of administration. Over-the-counter medication must be in the original manufacturer's packaging with a readable label.</p> <p>An adult is asked to pick up medication at the end of the medication administration order or the end of the school year.</p> <p>Medications not picked up within one (1) day of the end of the school year will be discarded and documented.</p> <p><u>Special Medication Administration Situations</u></p> <p><i>Missed morning dose:</i></p> <ol style="list-style-type: none"><li>1. If an order exists for a morning dose, the nurse may administer medication after verifying with the parent/guardian that the child did not take the prescribed medication before coming to school.</li><li>2. Parents/Guardians may come to the school nurse's office to administer a medication dose for which the school nurse does not have an order.</li></ol> <p><i>Field trips:</i></p> <ol style="list-style-type: none"><li>1. Standing order and prescription medications and supplements or over the counter medications may be administered by an approved licensed registered nurse or licensed practical nurse after an appropriate assessment has determined the need and after confirmation of the licensed prescriber's order.</li><li>2. Parents/Guardians may accompany their child on a field trip to administer medication.</li><li>3. The school's medication policy must be followed for a field trip.</li></ol> |
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| <p>Pol. 210.1</p> | <p><u>Storage Of Medication</u></p> <p>Medications must be stored in the original container in a locked cabinet in the health room, or in the health room refrigerator, as indicated on the pharmaceutical label. The health room door must be locked after school hours.</p> <p>With written permission, students may carry and self-administer asthma inhalers/epinephrine auto-injectors according to the procedures stated in Policy 210.1. <del>Medications, other than stated above, shall not be in a child's possession.</del> Violations will be addressed by the school's drug and alcohol policy. <u>The need for emergency medication may require that a student carry the medication on his/her person or that it can be easily accessible.</u></p> <p><u>Student Self-Administration Of Emergency Medications</u><br/><u>Students carry their own medication and administer it during the school day as ordered by their licensed prescriber and authorized by their parent/guardian and school district. Students requiring a fast-acting inhaler such as albuterol for asthma, or epinephrine for life-threatening allergies, are examples of medical emergencies when self-administration may be appropriate and necessary. An order from a licensed prescriber for the medication, including a statement that it is necessary for the student to carry the medication and that the student is capable of self-administration, is required before the student may carry the medication on their person. A student needing to self carry emergency medications should have the Emergency Care Plan or a similar form completed by their healthcare provider. Before allowing a student to self-carry medication, the school nurse will ensure that the student is competent in self-care through demonstration of administration skills and responsible behavior. The student must notify the school nurse immediately following each use. If the school policies are abused or ignored the immediate confiscation of the medication and loss of self-administration privileges will occur. If privileges are revoked, other options would be developed to ensure availability of the medication to the student.</u></p> <p>The nurse will evaluate each request for exceptions to this policy based upon medical need, receipt of supporting written orders and documentation of student's correct procedure/technique by the student's licensed prescriber, and receipt of written parent/guardian request. Examples could include inhaler/discus, emergency anaphylactic kit, and diabetic insulin pump. Specific plans may be developed considering individual student health needs and school integration and implementation.</p> |
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|  | <p>References:</p> <p>School Code – 24 P.S. Sec. 510, 1402</p> <p>State Board of Education Regulations – 22 PA Code Sec. 12.41</p> <p>Board Policy – 210.1</p> |
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