

Medication at School

Medication Policy and Procedures

1. Any prescription or over the counter medication must be accompanied by a completed Medication Administration Request Form and turned in to the school nurse.
2. Medications are considered to be any pills, liquids, inhalers, sprays, eye drops, ear drops, cough drops or topically applied creams or ointments that are expected to relieve symptoms
3. Only medications that cannot be given at home will be given at school.
4. For student safety, all medication should be brought to the clinic by a parent/guardian; however, controlled substances, such as medication for ADD/ADHD and some prescription pain medications **MUST** be brought to the clinic and counted / signed in by the parent/guardian. Contact your campus nurse if you are not sure.
5. It is recommended that the first dose of any medication be given at home where the parent can monitor the effects.
6. Written permission from parents and physician is required for high students to carry and self-administer medications. Only insulin, asthma reliever inhalers or emergency epinephrine, will be allowed as self-carry medications. All other medications must be administered by the nurse.
7. Intramuscular injections (IM) will only be administered in life-threatening situations per physician emergency action plans.
8. Prescription medication must be in the original labeled pharmacy container and will be administered in compliance with the prescription instructions printed on the label.
9. Homeopathic medications, dietary supplements and herbal supplements will be given if all of the following requirements are met:
 - All the above must be supplied by the parent and accompanied by written permission.
 - Medications/supplements must be approved by the U.S. Food and Drug Administration and appear in the United States Pharmacopeia.
 - Medications/supplements must be in their original, properly labeled container.
 - Only medications/supplements that cannot be given at home will be given at school.
 - A written request will be required from a physician or other healthcare professional with authority to write prescriptions to administer approved non-prescription, homeopathic medications, herbal substances or dietary supplements when such medications are to be administered at school.
10. Traditional over the counter medications will be given if all of the following requirements are met:
 - The medication must be supplied by the parent and accompanied by written permission.
 - Medications must be approved by the U.S. Food and Drug Administration and appear in the United States Pharmacopeia.
 - Medications must be in their original, properly labeled container and labeled for dosage appropriate to the student's age and / or weight.
 - Only medications that cannot be given at home will be given at school.

- A written request will be required from a physician or other healthcare professional with authority to write prescriptions to administer approved non-prescription medications for (10) consecutive school days or more.

11. Expired medications will not be given. Medication that has expired must be refilled by parent. Health Office is not responsible for notifying parents.

12. Medications stored in the school clinic must be picked up by the parent/guardian before the last day of school. No unused medication will be sent home with a student and any unused medication left at the end of the school year will be destroyed.

****It is the responsibility of the parent to pick up the medication.****