

ADMINISTRATION OF MEDICATION TO STUDENTS

Students may be required to take medication during the school day. The district shall establish procedures which may allow students to self-administer medications for diabetes and asthma/anaphylaxis. Other medications shall be administered by the school nurse, a registered Medication Aide, or other school staff member meeting the minimum competency standards for the Medication Aide Act.

Prescription Medication:

The administration of medication at school is strongly discouraged except when necessary for the student's health or education. The dosage intervals of many medications can be adjusted so the times for taking the medication come outside school hours. (EXAMPLE: An antibiotic ordered 4 times a day could be given before school, after school, after the evening meal, and at bedtime).

1. An authorization form (FORM F) must be completed by the physician and the parent/guardian designating school personnel permission to administer the medication.
2. Medication must be in a prescription bottle with the child's name, name of the medication, dosage, time to be given, and the physician/dentist's name. (Ask your pharmacist for an extra, labeled bottle to send to school when you have your prescription filled.)
3. The medication should be brought to the school office at the start of the day.
4. Parents/Guardians will assume the medication is administered per request unless the designated personnel or school nurse notifies them by phone or note that the medication was not given and the reason why.
5. Parents/Guardians must pick up any unused medication as soon as possible after the child has finished taking it. At the end of the year any medication that has not been picked up by the parent/guardian will be destroyed by the school nurse.

Non-Prescription Medications:

1. An authorization form (FORM E) must be completed by the parent/guardian OR a note from the parent specifying student's name, name of medication, dosage, time to be given, and what medication is to be given for, (EXAMPLE: headache).
2. The medication must be in the original bottle with a label and parent/guardian instructions must coincide with the label directions. (EXAMPLE: Extra-Strength Tylenol and adult cough syrups cannot be given to children under the age of 12. Dosage schedule on the label must also correspond to parent instructions).
3. The medication and permission form shall be left with the office personnel at the start of the day.
4. Parents/Guardians will assume the medication is administered per request unless the designated personnel or school nurse notifies them by phone or note that the medication was not given and the reason why.
5. Parents/Guardians are encouraged to pick up any unused medication as soon as possible after the child has completed taking it. At the end of the school year, any medication that has not been picked up by the parent/guardian will be destroyed by the school nurse.

Self-Management of Diabetes and Asthma/Anaphylaxis

Upon completion of required procedures, the district and parent or guardian, in consultation with the student's physician, will develop a diabetes or asthma/anaphylaxis medical management plan for the current school year. The plan shall:

1. Identify the health care services the student may receive at the school relating to the condition;
2. Evaluate the student's understanding of and ability to self-manage his/her condition;
3. Permit regular monitoring of the student's self-management of his/her condition by an appropriately credentialed health care professional; and
4. Be signed by the student's parent or guardian and the physician responsible for treatment of the student's condition.

For asthma/anaphylaxis the plan will also:

1. Include the name, purpose, and dosage of the prescription medication prescribed for such student; and
2. Include procedures for storage and access to backup supplies of such prescription medication.

The parent or guardian shall sign a statement that:

1. The district and its employees and agents are not liable for any injury or death arising from a student's self-management of his/her condition; and
2. Shall indemnify and hold harmless the district and its employees and agents against a claim arising from a student's self-management of his/her condition.
3. Any injury to others as a result of the student's self-medication shall be the parents' responsibility

The student shall promptly notify the person designated in the student's self-management plan when the student has self-medicated.

The superintendent shall develop all necessary procedures and forms to implement the self-management plans and student disciplinary procedures regarding the misuse or threatened misuse of medications and supplies. The school will promptly notify the parent/guardian of such disciplinary action.

A written record of the administration of medication procedure must be kept for each child receiving any medication including the date; student's name; prescriber or person authorizing the administration; the medication and its dosage; the name, signature and title of the person administering the medication; and the time and method of administration and any unusual circumstances, actions or omissions. Administration of medication records shall be kept confidential.

Records shall be available to the Department of Health and Human Services Regulation and Licensure, the Department of Health and Human Services, and the State Department of Education for inspection and copying.

Medication will be kept in a secured area. Students may carry medication only with the approval of the parents and building principal of the student's attendance center. Emergency protocol for medication-related reactions will be in place.

The superintendent shall be responsible, in conjunction with the school nurse or Medication Aide, for developing rules and regulations governing the administration of medication, prescription and nonprescription, including emergency protocols, to students and for ensuring persons administering medication have met the requirement of state statutes. Annually, each student shall be provided with the requirements for administration of medication at school.

Legal Reference: 34 C.F.R. §99.1 to 99.67 (1994)
 Neb. Statute 71-6718 (Medication Aide Act)
 79-249
 173 N.A.C. ch. 3, sect. 001-009.04

Cross Reference: 507 Student Records
 508 Student Health and Well-Being
 604.03 Special Education
 608.02 Student Health Services

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