

MEDICATIONS AT SCHOOL

Elementary

Medications given at school must be sent correctly in order for them to be dispensed. ALL medicine will be kept in the Health Room, NOT left with the student or the teacher to give with the exception of inhalers or epi-pens.

(A). Over the Counter Medicine

- 1) Given only with a parent/guardian's written permission - include student's name, amount to be given, time, and reason for giving.
- 2) Medicine must be sent in the original container with a manufacturer's label identifying the medicine and the dosage label.
- 3) **NO** out dated medicine will be given.
- 4) **NO ASPIRIN** or medicine with aspirin in them will be given, **except** when a Doctor prescribes.
- 5) **NO** medicine sent in baggies or envelopes will be given.
- 6) Medication will not be given in excess of the manufacturer's recommended dosage.

(B). Prescription Medicine.-

- 1) Long term Prescription medicine.
 - a) The prescription label is considered an equivalent to a doctor's order. The label must include:
 - i. Student's name
 - ii. Current date
 - iii. Name of medication
 - iv. The dosage, route and frequency of administration
 - v. Name of prescribing physician or other licensed health professional.
 - b) An Authorization for Medication form must be filled out by the parent/guardian and on file in the Health Room before the medicine can be dispensed. This form needs to be renewed each year .
 - c) Medication must be delivered to school by a parent/guardian or responsible designated adult. A one month supply of a student's medication may be stored at school.
- 2) Short term Prescription medicine.
 - a) The prescription label is considered an equivalent to a doctor's order. The label must include:
 - i) Student's name
 - ii) Current date
 - iii) Name of medication
 - iv) The dosage, route and frequency of administration
 - v) Name of prescribing physician or other licensed health professional.

- b) A note from the parent/guardian must accompany the medicine.
- c) Medicine in the original bottle with only a weeks worth to be sent.
- d) Medication must be delivered to school by a parent/guardian or responsible designated adult.

(C) Self administration of Medication:

Elementary students are NOT allowed to carry medications (prescribed or over the counter non-prescribed) EXCEPT with the written request of a physician. A copy of this request will be filed in the medication notebook located in the health office and updated annually.

For all medications:

- 1) A parent/guardian or responsible designated adult should pick up medication that has been discontinued. Medication will not be sent home with a child. Discontinued medications will be disposed of if left at school for more than one week.
- 2) The first dose of any medication will not be given at school.
- 3) Excess medication will be discarded at the end of the school year if not picked up by a parent.

MEDICATIONS AT SCHOOL

Middle School and High School

Medications given at school must be sent correctly in order for them to be dispensed. ALL medicine will be kept in the Health Room, NOT left with the student or the teacher to give with the exception of inhalers or epi-pens.

(A). Over the Counter Medicine

- 1) Given only with a parent/guardian's written permission- include student's name, amount to be given, time, and reason for giving.
- 2) Medicine must be sent in the original container with a manufacturer's label identifying the medicine and the dosage label.
- 3) **NO** out dated medicine will be given
- 4) **NO ASPIRIN** or medicine with aspirin in them will be given, **except** when a Doctor prescribes.
- 5) **NO** medicine sent in baggies or envelopes will be given.
- 6) Medication will not be given in excess of the manufacturer's recommended dosage.

(B). Prescription Medicine.-

- 1) Long term Prescription medicine.
 - a) The prescription label is considered an equivalent to a doctor's order. The label must include:
 - vi. Student's name
 - vii. Current date
 - viii. Name of medication
 - ix. The dosage, route and frequency of administration
 - x. Name of prescribing physician or other licensed health professional.
 - b) An Authorization for Medication form must be filled out by the parent/guardian and on file in the Health Room before the medicine can be dispensed. This form needs to be renewed each year .
 - c) Medication must be delivered to school by a parent/guardian or responsible designated adult. A one month supply of a student's medication may be stored at school.
- 2) Short term Prescription medicine.
 - a) The prescription label is considered an equivalent to a doctor's order. The label must include:
 - vi) Student's name
 - vii) Current date
 - viii) Name of medication
 - ix) The dosage, route and frequency of administration
 - x) Name of prescribing physician or other licensed health professional.

- b) A note from the parent/guardian must accompany the medicine.
- c) Medicine in the original bottle with only a week's worth to be sent.
- d) Medication must be delivered to school by a parent/guardian or responsible designated adult.

(C). Self-administration of Medication:

Students are allowed to self-administer medications used for life threatening illnesses (inhalers and Epi-Pens) when the following requirements are met:

- 1) Written authorization from the parent/guardian including medical history of illness
- 2) Plan of action for addressing emergency situations
- 3) Written certification from a physician attesting to the student's need for and ability to administer the medication
- 4) Observed by nurse for administration technique and adherence to prescription

For all medications:

- 1) A parent/guardian or responsible designated adult should pick up medication that has been discontinued. Medication will not be sent home with a child. Discontinued medications will be disposed of if left at school for more than one week.
- 2) The first dose of any medication will not be given at school.
- 3) Excess medication will be discarded at the end of the school year if not picked up by a parent.

EPI-PENS

All schools in Clark County RI School district are equipped with epinephrine pre-measured, auto-injection devices that can be administered in the event of severe allergic reaction causing anaphylaxis. All personnel who are CPR trained will be trained in the administration of Epi-Pens. This training will be done every other year. School personnel who are trained to give medication will be trained on Epi-Pen administration annually.