

ADMINISTRATION OF MEDICATION TO STUDENTS IN SCHOOL

Education Code 49423 makes it possible for the school nurse, or other designated trained school personnel, to assist students with medication when certain requirements are met.

*****NO OVER-THE COUNTER MEDICINES WILL BE GIVEN AT SCHOOL***
UNLESS PRESCRIBED BY A PHYSICIAN**

If a parent reports that a child is to have medication at school, the school nurse should confer with the parent. If there is no apparent alternative, the following steps are needed:

1. No medication can be administered to students without physician and parent consent. This includes over-the-counter drugs as well as prescription medications.
2. The medication consent form must be completed by the physician and signed by the pupil's parents or guardian. New forms must be completed each school year.
3. Ask the parent to request an extra prescription container from the pharmacy for use at school to insure that the medication is properly labeled and is what the physician prescribed. **No medication may be dispensed unless it is in an original properly labeled container.**
4. Medication must be kept in a locked box, preferably in a locked cupboard.
5. When the medication and form are brought to the school, a medication log will be completed for the student by the health office staff. The medication will be counted and recorded upon receipt. The logs are to be kept with the locked medication box and initialed in the proper space by the person assisting the student each time medication is given.
6. The individuals who are to assist with medication in the nurse's absence should be designated by the principal and instructed by the nurse. These individuals should be careful, reliable and cognizant of their responsibility. Training and monitoring is conducted routinely by the site nurse.
7. A schedule of students receiving medication (daily and as needed) should be kept in the medication book for efficient identification of students needing medication.

Prescribing medication for the benefit of any student is the responsibility of the child's physician. Teachers, administrators, counselors, psychologists, health services assistants or any other employee dealing with parents should in no way attempt to diagnose, suggest treatment, medication or specific diagnostic procedures.

No employees other than the school nurse should discuss with parents the need for medication for their child.

Students with health problems should always be referred to the nurse for assessment and effective communication with the parent and doctor.

SECTION 3