

CARMICHAELS AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: USE OF MEDICATIONS

ADOPTED: March 17, 1988

REVISED: November 14, 2006

210. USE OF MEDICATIONS	
1. Purpose	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 parent/guardian or family physician will be permitted only when failure to take such medicine would jeopardize the health of the student or the student would not be able to attend school if the medicine were not available during school hours.
2. Definition	For purposes of this policy, medication shall include all medicines prescribed by a physician and any over-the-counter medicines.
3. Authority SC 510 Title 22 Sec. 12.41	Before any medication may be administered to or by any student during school hours, the Board shall require the written request on a school medication form from the parent/guardian, giving permission for such administration and relieving the Board and its employees of liability for administration of medication or the written order of the prescribing physician, which shall include the purpose of the medication, dosage, time at which or special circumstances under which the medication shall be administered, length of period for which medication is prescribed, and possible side effects of medication.
4. Delegation of Responsibility	<p>The Superintendent or designee, in conjunction with the head nurse, shall develop procedures for the administration and self-administration of students' medications.</p> <p>All medications shall be administered by the school nurse or designee, or self-administered by the student upon written request.</p> <p>All district employees involved in administering or supervising of self-administration of medication shall receive appropriate training from the school nurse before performing this responsibility.</p> <p>Building administrators and the head nurse shall review regularly the procedures for administration and self-administration of medications and shall evaluate recordkeeping, safety practices, and effectiveness of this policy.</p>

<p>5. Guidelines</p>	<p>The district shall inform all parents/guardians, students and staff about the policy and procedures governing the administration of medications.</p> <p>The Carmichaels Area School District will adhere to the following procedures:</p> <ol style="list-style-type: none">1. The parent/guardian must provide the school administrator with the "Authorization for Medication During School Hours" form which has been completed by the child's physician and signed by the doctor and parent/guardian.2. The school nurse will review the physician's written order and approve the administering of medication.3. The prescribed medication will be brought to the office by the parent/guardian and be given to the building administrator or his/her designee. Medication should be supplied in the original container with pharmacy label with complete instructions. Medication should be brought in for one (1) week/five (5) days only. Also, medication must be brought in to the office by the parent/guardian and empty container picked up by parent/guardian. If the parent/guardian does not bring in the medication, it will not be administered by school personnel. If policy is not followed, an attempt will be made to notify the parent/guardian.4. The teacher will be responsible for sending the student to the office at the appropriate time.5. Medication for allergic emergencies will be treated the same as prescription drugs.6. Medication will not be administered if proper documentation is not completed and on file in school nurse's office.7. Administration of the medication will be documented on the "Medication Administration Log" which will be kept in the nurse's office.8. Maintain an individual medication log for all students taking medication during school hours. The log shall be kept in a central place and shall include:<ol style="list-style-type: none">a. Name of student.b. Name of medication.c. Medication dosage.d. Time of administration.
----------------------	--

- e. Route of administration.
- f. Signature of student and the monitor of self-administration.
- g. Initiation and expiration date of drug.

Student Self-Administration

To self-administer medication, the student must be able to:

1. Respond to and visually recognize his/her name.
2. Identify his/her medication.
3. Measure, pour and administer the prescribed dosage.
4. Sign his/her medication sheet to acknowledge having taken the medication.
5. Demonstrate a cooperative attitude in all aspects of self-administration.

References:

School Code – 24 P.S. Sec. 510, 1402

State Board of Education Regulations – 22 PA Code Sec. 12.41