

## Watertown School District 14-4

### ADMINISTERING MEDICINES TO STUDENTS

Students will not be permitted to take prescription, over the counter (OTC) or homeopathic medication while at school unless the administration of such is coordinated by the school nurse and under specific request of the parent or guardian. The district permits medication administration in accordance with this policy and regulations. It is the responsibility of the student to come to the office to take medication. Medications are administered by the school nurse or qualified staff member.

#### PRESCRIPTION MEDICATIONS

##### **Early Childhood (EC) through 12<sup>th</sup> Grade**

1. The medication shall be brought to the school by the parent or guardian. Prescription medication must be in a pharmacy labeled container and include the student's name, the name of the drug, dosage to be taken, name of the prescriber and date of the prescription. Medication improperly packaged or labeled will not be administered.

2. A medication administration form must be completed and signed by the parent or guardian.

3. Any unused medication will be returned to the parent or guardian. If the parent/guardian does not pick up the medication by the last day of school, it will be disposed of by the school nurse.

4. Insulin and Glucagon may be carried by the student with authorization from the parent.

5. Inhalers and Epinephrine Auto-Injectors may be carried and self-administered by the student with written authorization from the parent and medical provider. (Self-Administration Form)

6. Medication will be stored in a locked location.

7. Field Trips/Class Outings/School Activities: Medication may be sent with the student with written consent from the parent/guardian that the student may self-administer medication. This should be arranged with the school nurse.

#### OVER THE COUNTER (OTC MEDICATIONS

##### **Early Childhood (EC) through Grade 6**

1. The medication shall be brought to the school by the parent or guardian and must be in a labeled container.

2. Medication improperly packaged or labeled will not be administered.
3. A medication administration form must be completed and signed by the parent or guardian. OTC medications may be given at the discretion of the school nurse or qualified staff member upon authorization of the parent or guardian.

### **Grades 7-12**

1. The medication should be brought to the school by the parent or guardian and must be in a labeled container.
2. Medication improperly packaged or labeled will not be administered.
3. OTC medications (pain relievers and antacids) may be given at the discretion of the school nurse or qualified staff member upon authorization on the annual health update form.
4. All other OTC medications must have a medication administration form completed and signed.
5. Students may carry and self-administer cough drops.
6. Field Trips/Class Outings/School Activities: Medication may be sent with the student with written consent from the parent/guardian that the student may self-administer medication. This should be arranged with the school nurse.

### **All Grades:**

1. Over the counter (OTC) medication may be administered by the school nurse or qualified staff member with verbal consent from the parent or guardian for one (1) day. The verbal consent should be documented.

### EPINEPHRINE AUTO-INJECTORS

When grant or other non-District funding is available to cover the cost, the Board also permits the use and storage of non-student specific physician prescribed epinephrine auto-injectors. The Board shall notify parents/guardians about this policy relating to use and storage of epinephrine auto-injectors. The District, through student handbooks and such other means as identified by the Superintendent, shall notify the parents/guardians of each student about the policy.

Any school nurse or staff member may administer an epinephrine auto-injector to a student, in accordance with the standing protocol, if they believe that the student is experiencing anaphylaxis. Prior to administering an epinephrine auto-injector, staff members shall be trained by a licensed health care professional to:

1. Recognize the symptoms of a severe allergy or anaphylactic reaction.
2. Know the procedure for the administration of an epinephrine auto-injector.
3. Know the procedure for storage of an epinephrine auto-injector.
4. Know the emergency care and aftercare for a student who has an allergic or anaphylactic reaction.

Epinephrine auto-injectors will be stored in yellow wall mounted cases in each building.

State law provides that the District and its administrators, Board members, School Nurses or designated staff members that possess or make available epinephrine auto-injectors pursuant to this policy may not be held liable for any injury or related damage that results from the administration of, self-administration of, or failure to administer an epinephrine auto-injector that may constitute ordinary negligence. This immunity does not apply to an act or omission constituting gross, willful, or wanton negligence. This immunity is in addition to, not in lieu of, that provided in any other state law.

### Misuse

Students are prohibited from transferring, delivering or receiving any medication to or from another student. All violations will result in confiscation of the medication and subject student(s) to discipline in accordance with the District's discipline policy. Students who use medication for purposes other than for its intended use will be disciplined and will no longer be allowed to carry and self-administer medication.

### Definitions

Medication – All prescribed or over the counter medications and all chemical or homeopathic substances and compounds, including but not limited to natural remedies, herbs and vitamins, which purport to aid in a person's health or well-being or to treat illness or disease.

Self-Administration – Taking of medication without the intervention of a school nurse or qualified staff member after receiving approval through this regulation

Emergency/Urgent – An illness or allergic reaction that requires an immediate response that if left untreated may lead to potential loss of life.

Qualified Staff Member – A licensed nurse or an unlicensed assistive personnel (UAP) with a minimum of a high school education or the equivalent, who has completed an approved South Dakota Board of Nursing Medication Administration Training Program for Unlicensed Assistive Personnel.

LEGAL REF: SDCL 13-32-10; 13-32-11; 13-32-12; 13-33A-1; 13-33A-2; 13-33A-4; 13-33A-5; 13-33A-6; 13-33A-7; 13-33A-8; ARSD 20:48:04:01:10; ARSD 20:48:04:01:09

### Policy

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