



**NORTH ALLEGHENY
SCHOOL DISTRICT**

SECTION:	PUPILS
TITLE:	USE OF MEDICATIONS
ADOPTED:	11/18/15
REVISED:	

210 - **USE OF MEDICATIONS**

Section 1. Purpose

- a. The School District shall not be responsible for the diagnosis and treatment of student illness.
- b. The administration of over-the-counter medication will also be permitted with either a standing order from the District physician or written order from the student’s licensed medical healthcare provider as set forth below, and in all cases with the written consent of the parent(s)/guardian(s).
- c. The administration of over-the counter medication will be permitted with either a standing order from the Distract physician or written order from the student’s licensed medical healthcare provider as set forth below, and in all cases with the written consent of the parent(s)/Guardians(s).

Section 2. Definitions

- a. Asthma inhaler – a prescribed device used for self-administration of short-acting metered doses of prescribed medication to treat an acute asthma attack.
- b. Epinephrine auto-injector – a prescribed disposable drug delivery system designed for the self-administration of epinephrine to provide rapid first aid for persons suffering the effects of anaphylaxis.
- c. First aid medication – medication that can be purchased without a prescription. The approved list of first aid medications used in the District will be determined by the standing orders of the District physician.
- d. Licensed medical healthcare provider – a medical doctor (MD), osteopathic physician (DO), dentist, physician assistant, or certified registered nurse practitioner (CRNP), who can legally prescribe medications in the Commonwealth of Pennsylvania.
- e. Over-the-counter (OTC) medication – medication that can be purchased or

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obtained without a licensed medical healthcare provider’s written prescription. As set forth below, the OTC medications will here in be called medication. The use of OTC medications in the District will require either standing orders from the school physician or a written order from the student’s licensed medical health care provider, and always with the written consent of the parent(s)/guardian(s).

- f. Prescribed medication – medication that can only be purchased or obtained with a licensed medical healthcare provider’s written prescription. As set forth below, the use of prescription medications in the District will require a written order from the student’s licensed medical health care provider and with the written consent of the parent(s)/guardian(s).
- g. Self-administration – a student’s use of medication in accordance with a prescription or written instructions from a licensed medical healthcare provider.

Section 3. Authority

- a. Before any medication may be administered to, or self-administered by, any student during school hours, the Board shall require the written request of the parent(s)/guardian(s), giving permission for such administration and relieving the Board and its employees of liability and responsibility for administration of any or all medications.
- b. Before any prescribed medication may be administered, the Board shall also require the written order of the prescribing licensed medical healthcare provider, which shall include name of the student, name and telephone number of the prescribing licensed medical healthcare provider, the purpose of the medication, the strength of the medication and amount to be given, the route of administration, when the medication shall be administered and length of period for which medication is prescribed, all of which is consistent with the guidelines contained in this policy.
- c. Medication orders do not carry over from school year to school year. Therefore, new physician’s orders and parent(s)/guardian(s) permission must be submitted each school year.

Section 4. Delegation of Responsibility

- a. The Superintendent or designee, in conjunction with the School Health Services Department Chair or assigned school district nurse, shall develop procedures for the administration and self-administration of students' medications that shall be consistent with guidelines contained in this policy.
- b. All District employees involved in the administration of medication on an emergency basis or supervision of self-administration of medication on an emergency basis shall receive documented and appropriate training provided by the District before performing this responsibility.

SC 510, 1414.1
Title 22
Sec. 12.41

SC 1414.1

- c. Building administrators and the School Health Department Services Chair or assigned school district nurse shall regularly review the procedures for administration and self-administration of medications and shall evaluate recordkeeping, safety practices, and effectiveness of this policy.
- d. Parent(s)/guardian(s) may come to school to administer medication(s) to their child(ren), as needed.

Section 5. Guidelines

- a. The District shall inform all parent(s)/guardian(s), students, and staff about the policy and procedures governing the administration of medications.
- b. All medications shall be brought to the school in the pharmacy-labeled container or original manufacturer's package by the parent(s)/guardian(s) and kept in the health office as provided in the School Health Services Procedures Manual. If this is not possible, the pharmacy-labeled container or original manufacturer's package must be sent to school in a sealed envelope with a note signed by the parent(s)/guardian(s) stating the amount of medication being sent to school. In the absence of the school nurse, designated school personnel shall take the medication from the parent(s)/guardian(s) and store it in a secure, locked location. The school nurse shall be notified immediately of all medications brought to school.
- c. The school nurse shall maintain an individual medication written or electronic record for all students taking medication during school hours, which includes:
 - 1. Name of student
 - 2. Name of medication
 - 3. Reason the medication is taken
 - 4. Medication dosage
 - 5. Time of administration
 - 6. Route of administration
 - 7. Signature of school nurse or designee dispensing medication or monitoring self-administration
 - 8. Initiation and expiration date of medication order
 - 9. Name and phone number of prescribing physician

<p>Pol. 227</p> <p>SC 1414.1</p>	<p>d. Student Self-Administration</p> <ol style="list-style-type: none"> 1. Students are not permitted to carry medications of any kind without prior written authorization in accordance with this policy. 2. In accordance with Act 104 of 2010 and Act 195 of 2014, students are permitted to possess and self-administer asthma inhalers and epinephrine auto injectors in school. 3. For students in grades K-5, the health care provider shall indicate, via written statement, that the child is qualified and able to self-administer the medication. 4. Students in grades 6-12 must demonstrate competency to either the health care provider or the School Health Office Nurse prior to permission being granted unless competency noted by the prescribing provider. Determination of competency for self-administration is based on age, ability, maturity, and demonstration of responsible behavior. 5. For inhalers and epinephrine auto-injectors, parent(s)/guardian(s) and the student must sign the waiver on said permission form relieving the School District and its personnel of any responsibility for the benefits or consequences of the medication and that the school bears no responsibility for ensuring that the medication is taken. 6. The North Allegheny School District reserves the right to withdraw permission at any time if the student is unable to demonstrate responsible behavior in carrying and/or taking of medication. <p>e. Administration of Medication During Field Trips and Other School-Sponsored Activities</p> <ol style="list-style-type: none"> 1. The Board directs planning for field trips and other school-sponsored activities to start early in the school year and to include collaboration between administrators, teachers, nurses, appropriate parent(s)/guardian(s), and other designated health officials. 2. Consideration when planning for administration of medication during field trips and other school-sponsored programs and activities shall be based on the student’s individual needs and may include the following: <ul style="list-style-type: none"> • Assigning school health staff to be available. • Utilizing a licensed person from the District’s substitute list. • Contracting with a credible agency that provides temporary nursing
<p>Pol. 121</p>	

services.

- Addressing with parent(s)/guardian(s) the possibility of obtaining from the licensed prescriber a temporary order to change the time of the dose.
- Asking the parent(s)/guardian(s) to accompany the child on the field trip, with proper clearances.

f. Security procedures shall be established for the handling of medication during field trips and other school-sponsored activities.

g. Medication Use During After School Activities

A licensed medical professional will not be available for after school activities to administer medication as these activities are considered voluntary activities and not mandated by the school. Student(s) or parent(s)/guardian(s) are responsible to make arrangements for their child's medication needs after school hours.

References:

School Code - 24 P.S. Sec. 510, 1401, 1414.1

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

Board Policy – 000, 121, 227

Replaces Policy:

3450