

PROCEDURE 516– STUDENT MEDICATION

I. Definitions and Exclusions

- A. For the purpose of Policy 516 (Student Medication), drugs and medicine are defined as in M.S. 151.01, Subd. 5-6 (Pharmacy; Definition) and include both prescribed and over-the-counter drugs and medicine.
- B. For the purpose of Policy 516 - Student Medication, special health treatments and health functions, such as catheterization, tracheotomy suctioning, and gastrostomy feedings, do not constitute administration of drugs or medicine.
- C. As stated M.S. 121A.22 - Administration of Drugs and Medicine, this Policy 516 - Student Medication does not apply to drugs or medicines that are:
 - 1. Used by a student who is 18 years or older;
 - 2. Used in connection with services for which a minor may legally give effective consent;
 - 3. Used in situations in which, in the judgment of school personnel, the risk to the student's health is of such a nature that drugs or medicine should be given without delay;
 - 4. Used off the school grounds;
 - 5. Used in connection with athletics or extracurricular activities;
 - 6. Used in connection with activities that occurs before or after the regular school day;
 - 7. Provided or administered by a public health agency in order to prevent or control an illness or a disease outbreak as provided for in Minnesota Law;
or
 - 8. Self-administered asthma or reactive airway disease inhalers as provided in II.G. below.

II. Authorization and Administration

- A. Students requiring drugs or medicine at school shall be identified by the parent/guardian to the school Health Service Specialist. Students in possession of unauthorized medication may be subject to Policy 541 - Chemical Use and Abuse and/or Policy 506 - Student Discipline.
- B. A written order signed by the prescribing health professional and the parent/guardian is required for all prescription and over-the-counter drugs or medicine, thereby releasing school personnel from liability should reactions result from the drugs or medicine. Such orders must be renewed annually or whenever medication dosage or administration changes.

- C. All prescription drugs or medicine must be provided in pharmacy labeled containers. The drug or medicine container shall display the name and telephone number of the pharmacy, student's identification, name of the prescribing health professional, and name and dosage of the drug or medicine to be given. An oral request for administration of prescription medication must be converted to a written request on a Medication Administration Consent Form HS 15 (see Appendix A), or a similar form provided by the prescribing health professional, within two school days. This provision does not apply to over-the-counter drugs or medicine.
- D. All over-the-counter drugs or medicine must be in the original container, clearly marked with student name, and dosage to be given. Over-the-counter drugs or medicine must be accompanied by a Medication Administration Consent Form HS 15 (see Appendix A), or a similar form provided by the prescribing health professional.
- E. All drugs or medicine will be administered by the school Health Service Specialist in accordance with the prescribing health professional's instructions and M.S. 121A.22 - Administration of Drugs of Medicine and 121A.21 - School Health Services. In the absence of the Health Service Specialist, drugs or medicine will be dispensed by a trained designee named by the Principal in consultation with the Health Service Specialist.
- F. In certain instances, drugs or medicine need to be administered immediately upon the onset of symptoms or events. For those situations, with the written permission of the prescribing health professional and the parent/guardian, students may be allowed to carry drugs or medicine and to self-medicate. (See Appendix B - Authorization for Medication Self-Administration.) Examples of these situations include Glucagon Kits for diabetes and bee sting kits.
- G. In accordance with M.S. 121A.22, students may carry and self-administer prescription asthma or reactive airway disease medications with an asthma inhaler, provided that:
 - 1. The school has received written authorization from the parent/guardian permitting the student to self-administer the medication. The written parental/guardian authorization is to be submitted annually. Authorization by a physician is not required (see Appendix B).
 - 2. The inhaler is properly labeled for that student.
 - 3. The parent/guardian has not requested school personnel to administer the medication to the student.

III. Authorization for District Sites that Administer Immunizations

- A. The District School Nurse is responsible for implementation of this Part III of Procedure 516 – Student Medication.
- B. District sites that administer immunization will:
 - 1. Maintain a standing order from a legally authorized physician to administer routine immunizations.
 - 2. Maintain a standing order from a legally authorized physician for treatment of immediate reactions to an immunization, including treatment of anaphylaxis by administering epinephrine.
 - 3. Stock epinephrine on site.
 - 4. Follow best medical practice protocol in the event of a suspected anaphylaxis reaction to an immunization.
 - 5. Ensure that only legally authorized health service personnel administer immunizations and epinephrine, and that such staff are aware of this Procedure 516 – Student Medication and best medical practice protocol for anaphylaxis.

Procedure Revised: 5/20/03
Procedure Revised: 10/16/01
Procedure 516 Dated: 10/6/98
(formerly Procedure 5416)
Procedure Dated: 4/2/91

Legal References

M.S. 151.01, Subd. 5-6 - Pharmacy; Definition
M.S. 121A.22 - Administration of Drugs and Medicine
M.S. 121A.21 – School Health Services

Cross References

Policy 541 – Chemical Use and Abuse
Policy 506 – Student Discipline

School Board
INDEPENDENT SCHOOL DISTRICT 279
Maple Grove, Minnesota