

Administration of Medication to Students

Pleasant Valley Community School District is committed to the inclusion of all students in the education program and recognizes that some students may need prescription and nonprescription medication to participate in their educational program.

Medication shall be administered when the student's parent or guardian (hereafter "parent") provides a signed and dated written statement requesting medication administration.

MEDICATIONS SHALL NOT BE ADMINISTERED UNLESS THE FOLLOWING REQUIREMENTS ARE MET:

- I. Prescribed medication shall be sent to school in the original prescription container which shall be labeled with:
 - a. Name of student
 - b. Name of medication
 - c. Directions for use
 - d. Name of prescriber
 - e. Name and address of pharmacy
 - f. Date of prescription
- II. Over-the-counter medication will be given if the following conditions are met:
 - a. The medication is in an original container.
 - b. The container has the child's name on the outside.
 - c. A signed note from the parent must accompany the medication indicating to the school the time the medications are to be given and the amount of the medication to be given.

Persons administering medication shall include authorized practitioners, such as licensed registered nurses and physicians, and persons to whom authorized practitioners have delegated the administration of medication (who have successfully completed a medication administration course). A medication administration course and periodic update shall be conducted by the school nurse, and a record of course completion shall be maintained by the school.

- III. A written medication administration record shall be on file including:
 - date;
 - student's name;
 - prescriber or person authorizing administration;
 - name of medication;
 - medication dosage;
 - administration time;
 - administration method;
 - signature and title of the person administering medication; and
 - any unusual circumstances, actions, or omissions.

- IV. When administration of the medication requires ongoing professional health judgment, an individual health plan shall be developed by an authorized practitioner with the student and the student's parent. Students who have demonstrated competence in administering their own medications and have parental permission may self-administer their medication. A written statement by the student's parent shall be on file requesting co-administration of medication, when competence has been demonstrated. By law, students with asthma or other airway constricting diseases or students at risk of anaphylaxis who use epinephrine auto-injectors may self-administer their medication upon the written approval of the student's parent and prescribing licensed health care professional regardless of competency.
- V. Students with non-emergency complaints sometimes request common over the counter medication such as acetaminophen, ibuprofen, cough drops, or antacid. Students may receive such medication with parental consent either verbally or by signing consent on the online registration.
- VI. Medication shall be stored in a secure, locked area unless an alternate provision is documented. Emergency protocols for medication-related reactions shall be posted. Medication information shall be confidential information as provided by law. The school district is not responsible for any reaction that may occur as a result of taking this medication.
- VII. Disposal of unused, discontinued/recalled, or expired medication shall be in compliance with federal and state law. Prior to disposal school personnel shall make a reasonable attempt to return medication to student families by providing written notification that expired, discontinued, or unused medications need to be picked up. If medication is not picked up by the date specified, disposal shall be in accordance with the disposal procedures for the specific category of medication. School districts are not to dispose of controlled substances, nor are they to transport controlled substances for disposal. School districts should contact the School Resource Officer, local law enforcement, or their local DEA for assistance in disposal of controlled substances if they are not picked up by student families.

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Reviewed

Revised

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Legal Reference: Disposing on Behalf of Ultimate Users, 79 Fed. Reg. 53520, 53546 (Sept. 9, 2014).
 Iowa Code §§124.101(1); 147.107; 152.1; 155A.4 (2); 280.16; 280.23.
 281 IAC §41.404(3)
 657 IAC §8.32(124); §8.32(155A).
 655 IAC §6.2(152).

Related Administrative Rules and Regulations: NPA IAC 281.14.1; NPA IAC 655.Ch6.