**Medication at School**

Under normal circumstances prescribed medications, including oral, topical, nasal, eye, and ear, should be dispensed before and/or after school hours under supervision of the parent or guardian.

If a student must receive prescribed medication from an authorized staff member, the parent must submit a written authorization accompanied by a written request from a licensed health professional prescribing within the scope of his or her prescriptive authority. If the medication will be administered for more than fifteen consecutive days, the health professional must also provide written, current and unexpired instructions for the administration of the medication. Requests shall be valid for not more than the current school year.

The superintendent will establish procedures for:

1. Training, and supervision of staff members in the administration of all prescribed medications to students by a physician or registered nurse;
2. Designating staff members who may administer prescribed medication to students;
3. Obtaining signed and dated parental and health professional authorization for the administration of prescribed medications, including instructions from the health professional if the medication is to be given for more than fifteen (15) days;
4. Storing prescribed medication in a locked or limited access facility;
5. Maintaining records pertaining to the administration of prescribed medications; and
6. Permitting, under limited circumstances, students to carry and self-administer medications necessary to their attendance at school.

Medications including suppositories, and/or non-emergency injections may not be administered by school staff other than registered nurses and licensed practical nurses. No medication will be administered by injection by school staff except when a student is susceptible to a predetermined, life-endangering situation [See Policy 3420, Anaphylaxis Prevention and Response]. In such an instance, the parent will submit a written and signed permission statement. Such an authorization will be supported by signed and dated written orders accompanied by supporting directions from the licensed health professional. A staff member will be trained prior to injecting a medication.

If the district decides to discontinue administering a student’s medication, the superintendent or designee must provide notice to the student’s parent or guardian orally and in writing prior to the discontinuance. There must be a valid reason for the discontinuance that does not compromise the health of the student or violate legal protections for the disabled.

Administration of legend (prescribed) drugs or controlled substances by nasal spray:

If a school nurse is on the premises, he/she may administer a nasal spray containing a prescribed drug or controlled substance to a student. If a school nurse is not on school premises, a nasal spray containing a legend (prescribed) drug or controlled substance may be administered by: 1) a trained school employee, provided that person has received appropriate RN delegation and volunteered for the training pursuant to RCW 28A.210.260; or 2) a parent-designated adult.

A parent designated adult is a volunteer, who may be a school district employee, who receives additional training from a healthcare professional or expert in epileptic seizure care selected by the parents who provides care for the student consistent with the student’s individual health plan on file with the school.

**Required Notification of EMS**

After every administration of any legend (prescribed) drug or controlled substance by nasal spray to a student, Emergency Medical Services (911) will be summoned as soon as practicable.

Legal References: RCW 28A.210.260 Administration of medication -

Conditions

RCW 28A.210.270 Administration of Medication – Immunity from Liability

RCW 28A.210.383 Anaphylaxis – Policy Guidelines

Procedures – Report

WAC 392-380 Life-Threatening Health

Condition

Cross References:

Board Policy 3420 Anaphylaxis Prevention and Response

Board Policy 3419 Self-Administration of Asthma and Anaphylaxis Medications

Management Resources:

*Policy and Legal News*, November 2013 Discretionary new “EpiPen” law allows districts to stock and administer their own supply of epinephrine auto injectors

*Policy News*, August 2012 Anaphylaxis Prevention and

Response

*Policy News*, February 2009 Anaphylaxis Prevention Policy Required

OSPI, March 2009 Guidelines for the Care of

Students with Anaphylaxis

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Woodland School District #404