

School Medication Policy

The D.C. Everest Area School District has student medication policy and protocol statements governed by Wisconsin State Statute 118.29. All medication(s) including prescription and over the counter medications are subject to the guidelines within the statute and district protocol.

To insure that State Medical, Nursing, Dental and Pharmacology Practice Acts are adhered to the following procedures will be followed in the district.

It is the policy of the D.C. Everest School District:

- That medication will not be given to a student by district staff unless a Medication Consent Form is completed. A completed medication consent form includes written parent and physician authorization to give medication at school and includes written instructions from a licensed medical practitioner for prescription medications. A physician's signature is also required for over-the-counter (OTC) medication(s) when the dose exceeds manufacturer's recommended guidelines and/or the medication is taken for longer than recommended guidelines. The Medication Consent Form must be renewed for each school year and when any changes are made to the medication order.
- That medication given to student(s) by staff must be from an original and properly labeled container. A pharmacy labeled container is required for all prescription medication that includes the following information:
 - Student's full name
 - Name of medication and dose to give
 - Time to give medication
 - Route of administration
 - Expiration date
 - Dispensing physician's name
- The District Nurse may terminate medication administration if the parent or legal guardian fails to meet the criteria required by the school or if the student is not cooperative with staff dispensing the medication(s). The District Nurse will notify the parent/guardian and licensed medical practitioner regarding the decision and the supporting rationale.
- OTC medications must be given from the original labeled package or unit dose bubble pack listing the original manufacturer's dosage schedule. Student's name must be written on the package.
- That limited amounts of medications – prescription and/or OTC – are kept at school.
- Not to administer expired over-the-counter medication and/or prescription medication to students.
- That authorized designated school staff will give the medication to the student at the scheduled time. It is the responsibility of the student to go to the health room to receive the medication.
- To provide free and unrestricted access by student(s) to their emergency medications that would reverse potentially life-threatening allergies and/or side effects of a known diagnosed medical condition. The District Nurse assesses the appropriateness of the medication request and subsequent use, develops the individualized health plan (IHP), and educates unlicensed district staff to provide care to ensure management of acute emergency needs within the school. Parent and physician must complete and sign the Medication Consent Form and appropriate IHP for Anaphylactic Food Allergy Action Plan, Anaphylactic Insect Sting Action Plan, Guideline for Diabetic Care, and/or the Seizure Action Plan.
- That district staff will not give any medication – prescription and/or OTC - to any student if the above criteria are not met.

In accordance with standards of nursing practice, the district nurse may refuse to administer or allow to be administered any medication that has the potential to be harmful, dangerous, or inappropriate to the student.

The use of alternative medication is growing. The FDA does not regulate the safety, efficacy and/or dosage of herbal, homeopathic and dietary supplements. School district staff cannot administer any substance whose safety is not established by the FDA, without the authorization of the parent and licensed medical practitioner. Parents who use these products should not expect the alternative medication to be given at school unless it meets the criteria for prescription medication as in this document.

The District Nurse is responsible to direct, monitor, educate, and delegate medication administration to unlicensed district staff in compliance with state statutes, the Nurse Practice Act and district protocols. The District Medical Director serves in a consultation role to develop protocols, oversee medication administration procedures, and serve as a resource related to the safety of medication use at school.

Policy Approved: 9/28/82
Policy Revised: 10/27/09
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