

## ADMINISTRATION OF MEDICATION TO STUDENTS

The Board 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. It is the responsibility of the student's parent or legal guardian to ensure that the school receives properly authorized medication as described below.

Medication shall be administered when the student's parent or legal guardian (hereafter "parent") provides a signed and dated written statement requesting medication administration and the medication is in the original, labeled container, either as dispensed or in the manufacturer's container. Administration of medication may also occur consistent with Board policy 804.05 (*Stock Prescription of Medication Supply*.)

When administration of the medication requires ongoing professional health judgment, an individual health plan shall be developed by licensed health personnel working under the auspice of the school with collaboration from the parent or guardian, individual's health care provider or education team pursuant to 281.14.2(256). Students who have demonstrated competence in administering their own medications may self-administer their medication. A written statement by the student's parent/guardian shall be on file requesting co-administration of medication, when competence has been demonstrated. By law, students with asthma, airway constricting diseases, respiratory distress or students at risk of anaphylaxis who use epinephrine auto-injectors may self-administer their medication upon the written approval of the student's parents/guardians and prescribing licensed health care professional regardless of competency.

Persons administering medication shall include authorized practitioners, such as licensed registered nurses, physicians, persons to whom authorized practitioners have delegated the administration of medication (who have successfully completed a medication administration course conducted by a registered nurse or pharmacist that is provided by the Department of Education). The medication administration course is completed every five years with an annual procedural skills check completed with a registered nurse or a pharmacist. A record of course completion shall be maintained by the school.

A written medication administration record shall be on file including:

- Date;
- Student's name;
- Prescriber or person authorizing administration;
- Medication;
- Medication dosage;
- Administration time;
- Administration method;
- Signature and title of person administering medications; and
- Any unusual circumstances, actions, or omissions.

Medication shall be stored in a secured area unless an alternate provision is documented. The development of emergency protocols for medication-related reactions is required. Medication information shall be confidential information as provided by law.

Disposal of unused, discontinued/recalled, or expired abandoned medication shall be in compliance with federal and state law. Prior to disposal school personnel shall make a reasonable attempt to return medication by providing written notification that expired, discontinued, or unused medications needs 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. No medication will be sent home with the student.

The licensed registered nurse shall have the authorization and responsibility to question and not dispense the medication, in the event that he/she feels the dosage or medication may be detrimental to the student. The licensed registered nurse will communicate with the prescribing physician to discuss dosage and adverse effects. Herbal medications and products containing aspirin will not be dispensed at school.

The superintendent shall be responsible, in conjunction with the provider of school nursing service, for developing rules and regulations governing the administration of medication, prescription and nonprescription, to students. Annually, each student shall be provided with the requirements for administration of medication at school.

Legal Ref.: 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.  
655 IAC §6.2(152).  
281 IAC §41.1, 2

Cross Ref.: 507.5 Special Health Services

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