

ADMINISTERING MEDICATIONS TO STUDENTS

- 1.0 **General.** The District recognizes that a student must sometimes receive medication at school when necessitated by health conditions which do not require home care nor endanger the health of the student or others when appropriately treated. The District also recognizes that the presence of medications in school must comply with Department of Health regulations and all applicable federal and state laws, including the Nurse Practice Act.
- 2.0 **Delegation.** At the beginning of each school year, a District Registered Nurse shall identify at least one staff member in each school who has been appropriately trained/delegated to administer medications to students within the school day. Building principals or designees shall be responsible for coordinating with the District's Health Services Coordinator to determine that adequate numbers of individuals have been trained and delegated responsibilities for administration of medication.
- 3.0 **Prescription and Nonprescription (Over-the-Counter) Medications** – For purposes of this policy/procedure, “medications” shall include all over-the-counter and prescription drugs, including vitamins, herbal remedies and other dietary supplements. “Medications” described in this policy shall not include nonprescription cough drops. Students shall not be permitted to take medication while at school, unless such medication is administered to them by a school employee who is designated in accordance with 1.0, **with the following exceptions:**
 - Emergency medication to control or treat serious diagnosed health conditions such as asthma/anaphylaxis which may need immediate intervention as prescribed by a physician (as authorized in writing) for which the student has submitted a completed form designated by the District to self-carry medication and which otherwise meet the requirements of law.
- 3.1 If the building principal determines that, in an individual case, the use of an authorized emergency self-carry medication, is being abused or endangers other students, the principal or designee shall convene a meeting with the student and his/her parent/legal guardian, to address the situation.
- 3.2 District employees may not administer any medication to students without written directions from a physician, authorization by the parent/legal guardian, and the required delegation by a registered nurse.
- 3.3 Before any prescription or nonprescription medication is administered:
 - 3.3.1 A completed "Physician's Signed Order for Medication Administered at School" form and, when applicable, a Health Care Action Plan (including a Section 504 Plan, or Student Accommodation Plan, or other like form) must be on file in the school; and,
 - 3.3.2 The medication must be supplied by the parent/legal guardian in a container dispensed by the pharmacy or original over-the-counter container and labeled with the student's name, name of medication, when the medication is to be administered, the dosage and, where appropriate, the date the medication is to be stopped.
- 3.4 A new permission form must be signed for each medication, each change of medication, and at the beginning of each new school year.
- 4.0 **Injectable Medication.** A District Registered Nurse shall determine, on a case-by-case basis, if the administration of injectable medications shall be delegated to school staff. The nurse's delegation decision shall follow the standards set forth in the Colorado Nurse Practice Act and

shall consider the nature and severity of the student's medical condition, the ability of the child to self-administer the injections with supervision, the availability of the nurse to administer the injection, the degree of nursing judgment required to safely administer the medication, the skills and qualifications of delegates in the building, and such other factors determined relevant in the nurse's reasonable professional judgment.

- 5.0 **Storage** - Medications administered at school shall be stored in a secure, locked, clean container or cabinet.
- 6.0 **Oxygen** - Oxygen shall be administered as a prescription medication in accordance with this policy.
- 7.0 **Psychotropic Drugs**. School personnel shall not recommend or require the use of a psychotropic drug for any student. School personnel shall not require a test for a child's behavior without prior written permission from the child's parent(s) or guardian(s) and prior written disclosure as to the disposition of the test results. School personnel who have concerns about a child's behavior should discuss those concerns with the parent(s) or guardian(s) and may suggest that the parent(s) or guardian(s) speak with an appropriate health care professional about the child and the behavior concerns.

LEGAL REFERENCE:
C.R.S. 22-32-109 (1) (ee)