

## The Seven Hills School Consent to Administer Medication at School

(School Guidelines For Administration Of Medication At School On Reverse Side)

In order for school personnel **to administer <u>prescribed or over-the-counter drugs</u>** such as Tylenol to a student, the following information <u>must be on file and contain the written consent of the licensed prescriber and parent.</u>

Name of Pupil		Date of Birth
Address		Zip Code
		Grade
To be completed by the ph	ysician/licensed prescriber	(one medication/consent):
Name of Medication	Glucagon	Dosage
Reason (please be specific	):	
Time to be Given		Duration of Dosage
How Administered		
		nt for use as needed (if age appropriate) yes no
-		ed that this student is capable of possessing and using this auto-injector &/or inhaler using in the proper use of the auto-injector &/or inhaler.
If No, Please Elaborate o	n Child's Needs	
Special Instructions Re: Ad	dministering/Storing of Med	dication
Date to Begin Administeri	ng Medication	
Date to Terminate Admini	stering Medication	
Possible Side Effects		
Licensed Prescriber's Na	me (print or type)	Phone
Licensed Prescriber's Eme	rgency Phone	
pharmacist. The label m	- dication must be in a pill, ust show the student's full	capsule or in liquid form. It must be in a clearly marked container from a l name, the dosage directions, the doctor's name and the prescription number. As a
general rule, the School's school in August.	s personnel do not give inj	ections. This form is valid for the current school year beginning with the first day of
	agree to save such individu	gainst anyone for negligence in connection with the administration or non-administration of als and hold them harmless from any liability incurred as a result of the administration or
	uested medication may, by chool personnel (OAC 472	y necessity in the absence of the school nurse, be self-administered with the assistance 23-13-02).
		cation at School and will abide by them. (over) As required by law, I will submit a revised
		n.  or &/or inhaler, as prescribed, at school. I will provide a backup dose of the autoinjector
Signature of Parent/Pare	nt Surrogate	Date

## **Guidelines For Administering Medications In School**

A school nurse may administer medication during school hours to pupils in the school according to the following guidelines. In accordance with OAC 4723-13-02, medication may also be self-administered by the student with the assistance of medically unlicensed school personnel in the absence of the school nurse.

Medications MAY NOT be kept and taken by individual students except as outlined below in #7.

- 1) The medication must be prescribed by a licensed prescriber.
  - a) A written order for the prescribed medication, dosage, duration of dosage, and a statement explaining the administration of the dosage and the possible side effects, signed by the licensed prescriber, must be on file in the nurse's office before the medication can be given. A new form must be completed if a medication dosage is adjusted. In an emergency, orders may be faxed from the licensed prescriber.
  - b) The school nurse, if available, will administer pills, capsules or liquid medication. An unlicensed staff person may assist the child in self-administering pills, capsules or liquid medication and may assist a child with his/her inhaler. Neither the nurse nor the staff will administer any medications requiring injections or the use of syringes or similar instruments with the exception of an Epipen in the treatment of an allergic reaction. Care guidelines for diabetic students will be determined on an individual basis.
  - c) Over-the counter drugs may be given by the nurse provided they are prescribed in writing by a licensed prescriber and all above qualifications have been met. If the nurse is not available, an unlicensed staff person may assist the child in self-administering over-the counter drugs provided they are prescribed in writing by a licensed prescriber and all above qualifications have been met.
- 2) A statement signed by the parent or guardian giving permission to the school nurse to administer prescribed medication and permitting the student to self-administer the medication in the absence of the school nurse with the assistance of medically unlicensed school personnel must be on file in the nurse's office before medicine is given. Medication will not be given without this statement and the licensed prescriber's order on file.
- 3) The parents' statement must also include a clause providing that the parents agree not to file or make any claim against anyone for negligence in connection with the administration or non-administration of any medicine and further agree to save such individuals and hold them harmless from any liability incurred as a result of the administration or non-administration of any medicine. Forms for this information are available in the nurse's office.
- 4) In all cases, the parents must assume responsibility for the safe delivery of the medication to the school. All prescribed medication must be in the original containers clearly marked by the pharmacist with the student's name, the dosage directions, physician's name, and the prescription number. The pharmacy will provide a second container for use at school if asked.
- 5) Except as stated in #7, all medications must be delivered to the school nurse, who will keep them in a locked place.
- 6) The school nurse is not responsible for any medications taken/given on overnight field trips or for medications required during Extended Day or Holiday Care. These medications must be supplied separately by the parent(s) to the Extended Day or Holiday Care programs or to the sponsors of the trips.
- 7) In order for a student to carry and use his inhaler, insulin or Epipen on his own, he/she must have a statement from the licensed prescriber and parent indicating that assistance is not required.

Dat	e <u>Time</u>	Medication 1	Reason	<b>Dose</b>	<u>Init.</u>	<b>Date</b>	<u>Time</u>	<b>Medication</b>	Reason	<b>Dose</b>	<u>Init.</u>