Administration of Medication Policy
Draft #2 for Policy Subcommittee Review
May 4, 2016

Draft revision to Policy #643: Administration of Non-Psychotropic Medication
(Suggest change title of policy to "Administration of Medication")

Changes from first draft in bold.

The Shrewsbury Public Schools will provide for the dispensation of medications as follows:

1) School nurses may dispense certain stock medications to students (including over-the-counter medications such as acetaminophen, motrin, etc.) provided that parents have provided consent. A list of these medicines, which will be authorized through standing orders from the School Physician, will be provided to parents for review and consent.

2) School nurses shall dispense medications to students that are prescribed by a physician and require administration during school hours. The physician must provide an order that includes written certification of the student's legitimate medical need, the medication which is required, and verification that it must be administered during regular school hours by a school nurse.

3) Certain medications for emergency use, such as epinephrine pens to treat anaphylaxis, naloxone to treat opioid overdoses, or similar medications, may be administered by a school nurse, or by a trained individual where law allows, to individuals who present with symptoms regardless of whether a physician's order exists, as the condition may be undiagnosed. Under the direction of the School Physician and the Director of School Nursing, each school will procure a stock supply of such emergency medications that may be needed for undiagnosed individuals, such as epinephrine pens or naloxone, so as to have enough on hand at the school to address at least two simultaneous administrations of such medication. The Director of School Nursing, in consultation with the Superintendent or designee, will also determine whether and how to provide access to such medication by individuals who leave the school campus during school hours for field study.

4) Students who are already diagnosed with the potential need at school for such medication as listed in #3 above, such as an allergy that could cause anaphylaxis, must

provide a physician's order for the emergency medication to the school nurse. In cases where the school has such emergency medication in stock, parents of students who are prescribed such medications will not be required to provide personal doses of medication for their child's potential use in an emergency at school. This exception is provided as an opportunity for families to potentially save on the expense of purchasing multiple doses of emergency medication (such as multiple epinephrine pens), since the school will already have a supply on hand, it is rare that this medication is required to be administered, and rarer still that multiple individuals would need doses at the same time. However, parents may opt to send in the emergency medication specific to their child if that is their preference.

5) The school nurse, parents, student's physician, and, where appropriate, school administration, ~~may determine~~ **will confer** on a case-by-case basis whether a student may carry a personal, prescribed emergency medication on his or her person for potential self-administration, such as an epinephrine pen or asthma inhaler. **The availability of personal, prescribed emergency medications to be self-administered by students will be governed by applicable state laws and regulations.** ~~Typically this option will apply to students in grade seven or above, although students younger than seventh grade may be included if deemed appropriate.~~

6) **Because stock emergency medication may not be available during school activities that take place outside of school hours, the school district cannot make any commitment to families regarding the availability of stock emergency medication outside of school hours, and this will be communicated to families of students who are prescribed such medications.** During school activities that take place during times when the school nurse is not on duty, only medications that may legally be administered by trained staff, rather than a school nurse, may be administered. The School Physician and Director of Nursing, in consultation with the Superintendent or designee and the Director of Extended Learning, will determine whether a stock supply of such emergency medication will be provided for activities that take place when school nurses are not on duty, such as extended school care programs, athletics, etc., with the understanding that it is not feasible to provide stock medication for the myriad activities that take place outside of the regular school day. The carrying of a personal, prescribed emergency medication as described in #5 above may be encouraged for students of a certain age who participate in such programs where school nursing care is not available.

~~7) The provision of any stock supply of medication by the school district is subject to appropriation of sufficient funding by the School Committee. The Nursing Department~~

~~will communicate availability of such stock medication and any changes to what stock medication is available to students, staff, and families as necessary.~~

7) If the school district cannot provide sufficient stock of emergency medication for any reason, the Superintendent or a designee may suspend the application of elements of this policy related to the availability of stock medication, and must then notify families of students who are prescribed such medications and who have not provided personal doses of medication as per #4 above in a timely manner, so that arrangements to ensure the appropriate availability of medication may be arranged.

This policy will be reviewed within five years of its last revision.