

## ADMINISTRATION OF MEDICATION TO STUDENTS

Students may be required to take medication during the school day. Medication is administered by the school nurse, or in the nurse's absence, by a person who has successfully completed an administration of medication course reviewed by the Board of Pharmacy Examiners. The course is conducted by a registered nurse or licensed pharmacist. A record of course completion will be maintained by the school district. Students who have demonstrated competence in administering their own medication, either for their physician or school nurse, may self-administer certain medications.

Medication will not be administered without written authorization that is signed and dated from the parent. The medication must be in the original container which is labeled by the pharmacy or the manufacturer with the name of the child, name of the medication, the time of day which it is to be given, the dosage, the prescriber if prescription medication, and the duration. Written authorization will also be secured when the parent requests student co-administration of medication when competency is demonstrated. When administration of the medication requires ongoing professional health judgment, an individual health plan will be developed by the licensed health personnel with the student and the student's parents.

A record of the administration of medication procedure must be kept for each child receiving medication including:

- The date
- Student's name
- Prescriber
- Dosage
- Name of medication
- Signature (on paper or electronic) and title of the person administering the medication
- Time and method of administration
- Any unusual circumstances, actions, or omissions

Administration of medication records are kept confidential. All administrations are documented in the student's electronic record.

The school nurse, or in the nurse's absence the person who has successfully completed an administration of medication course reviewed by the Iowa Board of Examiners will have access to the medication which will be kept in a secured area. Students may carry medication only with the approval of the parents and building principal of the student's attendance center. Emergency protocol for medication-related reactions will be in place.

The superintendent is responsible, in conjunction with the school nurse, for developing rules and regulations governing the administration of medication, prescription and nonprescription, including emergency protocols, to students and for ensuring persons administering medication have taken the prescribed course and periodically review the prescribed course. Annually, each student is provided with the requirements for administration of medication at school.

Authority to not administer prescription or nonprescription medication:

A school nurse shall exercise professional judgement in accordance with minimum standards of nursing practice and accountability. If the medication regime prescribed by the physician is not carried out, based

on the registered nurse's professional judgement, accountability shall include but need not be limited to the following: timely notification of the student's parent(s) that the order or orders were not executed and reasons for the same. The registered nurse shall document on the medical record that the parent was notified and reasons for not executing the order. A registered nurse may determine that the use of an over the counter medication, ordered by a parent, could be detrimental to the child. The registered nurse may refuse to administer the medication and state reasons in writing to the parent. If the parent pursues the matter and returned with a physician's prescription for the medication the registered nurse must then use professional judgment and "execute the regimen" unless the registered nurse makes a determination to not administer the medication if it is not appropriate and must then follow the steps in the Nurse Practice Act to include, but not limited to: notifying the physician in a timely manner.

Authority to not administer an herbal supplement or natural remedy: The Iowa Board of Nursing holds the nurse accountable for nursing actions and decisions using professional nursing judgement. The school nurse is expected to practice in a safe and prudent manner. When a school nurse administers a drug, the nurse must be knowledgeable about the medication's action, indication, contraindications, and adverse effects of a drug. The nurse may not administer natural remedies and supplements to school children, at the request of their parents during the school day, when the nurse is unable to determine appropriateness, safety, possible side effects, and toxic effects of the substance, the appropriate dose for a child of specific age, weight, and body surface area, and treatment for overdose with guidance from the Iowa Board of Nursing Declaratory Ruling No. 81.

## Handling and Administration of Emergency Medication

### **Epinephrine Auto-Injectors**

Students that require epinephrine auto-injectors due to allergies must have an emergency care plan completed and signed by parents as well as a physician. Students that request to carry their auto-injector with them, must have it in their emergency care plan. There must be a notation of where the medication will be kept in the event that any staff need to acquire it for use in the event of an emergency. This medication will be administered by the school nurse or another specially trained faculty or staff. If appropriate may be administered by the student.

### **Intranasal Midazolam**

Students that require intranasal midazolam for seizure intervention must have an emergency care plan completed, and signed by parents and a physician. This medicine is a scheduled drug and will need to be kept locked in the nurse's office. Students or parents that request a student keep their medication with them, must have that on their emergency care plan. There must be a notation of where it is kept in the event that any staff need to acquire it for use in the event of an emergency. There must also be a written notice from their physician that they be allowed to carry the medication with them. This medication will be administered by the school nurse, or another specially trained individual who is in contact with the school nurse.

### **Diastat Suppository**

Students that require diastat for seizure intervention must have an emergency care plan completed, and signed by parents and a physician. This medicine is a scheduled drug and will need to be kept locked in the nurse's office. Students or parents that request a student keep their medication with them, must have that on their emergency care plan. There must be a notation of where it is kept in the event that any staff need to acquire it for use in the event of an emergency. There must also be a written notice from their

physician that they be allowed to carry the medication with them. This medication will be administered by the school nurse, or another specially trained individual who is in contact with the school nurse.

### **Glucagon**

Students that require glucagon for blood sugar issues, must have an emergency care plan completed, and signed by parents and a physician. This medicine will need to be kept locked in the nurse's office. Students or parents that request a student keep their medication with them, must have that on their emergency care plan. There must be a notation of where it is kept in the event that any staff need to acquire it for use in the event of an emergency. There must also be a written notice from their physician that they be allowed to carry the medication with them. This medication will be administered by the school nurse, or another specially trained individual who is in contact with the school nurse.

Legal Reference: Iowa Code ch. 124,152,155A (2003)  
281 I.A.C. 41.12(6)(f), (11)  
657 I.A.C. 1.1(3), 10.61(1).

Cross Reference: 506 Student Records  
507 Student Health and Well-Being  
603.3 Special Education  
607.2 Student Health Services