

CARBON CAREER & TECHNICAL INSTITUTE

SECTION: PUPILS

TITLE: USE OF MEDICATIONS

ADOPTED: May 18, 2006

REVISED:

210. USE OF MEDICATIONS	
1. Purpose	<p>The Joint Operating Committee shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication to a student during school hours in accordance with the direction of a parent/guardian or family physician will be permitted only when:</p> <ol style="list-style-type: none"> 1. Failure to take such medicine would jeopardize the health of the student. 2. The student would not be able to attend school if the medicine were not available during school hours.
2. Definition	<p>For purposes of this policy, medication shall include all medicines prescribed by a physician and over-the-counter medicines.</p>
3. Authority SC 1850.1 Title 22 Sec. 7.13	<p>Before any medication may be administered to or by any student during school hours, the Joint Operating Committee shall require both:</p> <ol style="list-style-type: none"> 1. The written request of the parent/guardian, giving permission for such administration and relieving the Joint Operating Committee and its employees of liability for administration of medication. 2. The written order of the prescribing physician, which shall include the purpose of the medication, dosage, time at which or special circumstances under which the medication shall be administered, length of period for which medication is prescribed, and possible side effects of medication.
4. Delegation of Responsibility	<p>The Administrative Director, in conjunction with the nurse, shall develop procedures for the administration and self-administration of students' medications.</p> <p>All medications shall be administered by the nurse or designee, or self-administered by the student, upon written request.</p>

<p>5. Guidelines</p>	<p>All employees involved in administering or supervising self-administration of medication shall receive appropriate training from the nurse before performing this responsibility.</p> <p>The building principal and nurse shall review regularly the procedures for administration and self-administration of medications and shall evaluate recordkeeping, safety practices, and effectiveness of this policy.</p> <p>The school shall inform all parents/guardians, students and staff about the policy and procedures governing the administration of medications.</p> <p>The following guidelines pertain to students who need to take medication while in school:</p> <ol style="list-style-type: none"> 1. The student shall present to the school nurse a note from the physician prescribing the medication listing the student's name, the date, the name of the medication, the dosage to be taken and the time(s) it is to be taken. 2. Written authorization from the parent/guardian requesting and permitting the school nurse to administer the specified dosage at the specified time or times shall be presented to the school nurse. The authorization is good for one school term, and each container of medication shall be labeled with the patient's full name, dosage, and time(s) it is to be taken. 3. The student shall take the medication in the presence of the school nurse. 4. A complete written record shall be maintained on each student receiving medication. The time of each dose is to be recorded and initialed by the school nurse. 5. Parents/Guardians of students requiring long-term medication shall maintain close communication with the school nurse. 6. No more than a two (2) week supply of medication shall be kept in school at any one time. <p>Some students may have special medical problems that may require a special or supplemental dietary program, e.g. diabetics requiring milk and/or orange drink at times other than normal meal periods, special variation of cafeteria meals, etc. In cooperation with the parents/guardians, the school nurse, cafeteria manager, or other school personnel shall when possible, attempt to facilitate the special needs of students while they are in school as directed by the family physician. Parents/Guardians shall be responsible for acquiring written directions from the family physician and submitting this information to the school nurse. If necessary, the school nurse shall contact the physician for any clarification of the directions and</p>
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<p>School Code 1402, 1850.1</p>	<p>will disseminate same.</p> <p><u>Student Self-Administration</u></p> <p>To self-administer medication, the student must be able to:</p> <ol style="list-style-type: none">1. Respond to and visually recognize his/her name.2. Identify his/her medication.3. Measure, pour and administer the prescribed dosage.4. Sign his/her medication sheet to acknowledge having taken the medication.5. Demonstrate a cooperative attitude in all aspects of self-administration.
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