

# Series 500 – Students

Policy Title: ADMINISTRATION OF MEDICATION TO STUDENTS

Policy Code No. 507.2

The board is committed to the inclusion of all students in the education program and recognizes that some students may need prescription and non-prescription medication to participate in their educational program.

Medication shall be administered when the student's parent or guardian (hereafter "parent") provides a signed and dated written statement requesting medication administration and the medication is in the original, labeled container, either as dispensed or in the manufacturer's container.

When administration of the medication requires ongoing professional health judgment, an individual health plan shall be developed by an authorized practitioner with the student and the student's parent. Students who have demonstrated competence in administering their own medications may self-administer their medication. A written statement by the student's parent shall be on file requesting co-administration of medication, when competence has been demonstrated. By law, students with asthma or other airway constricting diseases or students at risk of anaphylaxis who use epinephrine auto-injectors may self-administer their medication upon the written approval of the student's parents and prescribing licensed health care professional regardless of competency.

Persons administering medication shall include authorized practitioners, such as licensed registered nurse and physician, and persons to whom authorized practitioners have delegated the administration of medication (who have successfully completed a medication administration course). A medication administration course and periodic update shall be conducted by a registered nurse or licensed pharmacist; and a record of course completion kept on file at the agency.

A written medication administration record shall be on file including:

- date;
- student's name;
- prescriber or person authorizing administration;
- medication;
- medication dosage;
- administration time;
- administration method;
- signature and title of the person administering medication; and
- any unusual circumstances, actions, or omissions.

Medication shall be stored in a secured area unless an alternate provision is documented. Emergency protocols for medication-related reactions shall be posted. Medication information shall be confidential information as provided by law.

Disposal of unused, discontinued/recalled, or expired medication shall be in compliance with federal and state law. Prior to disposal school personnel shall make a reasonable attempt to return medication by providing written notification that expired, discontinued, or unused medications needs to be picked up.

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If medication is not picked up by the date specified, disposal shall be in accordance with the disposal procedures for the specific category of medication.

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Review Date            04/27/2020  
Revision Date         04/27/2020

Legal Ref.:    Disposing on Behalf of Ultimate Users, 79 Fed. Reg. 53520, 53546 (Sept. 9, 2014).  
Iowa Code §§124.101(1); 147.107; 152.1; 155A.4; 280.16; 280.23.  
281 IAC §41.404(1)(f), (3)(f)  
657 IAC §8.32(124); §8.32(155A).  
655 IAC §6.2(152).

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