

Medication Administration in School

Parents are encouraged to administer medication to their students before and/or after school hours. Medications may be given at school only by trained staff. Parents are responsible for bringing the medication to the school office and complete the Daily Medication Administration form.

Medication will not be administered unless accompanied by written parental consent and appropriate instructions (see specific criteria listed below). Verbal requests to change medication amounts, frequency, or administration times can not be accepted.

Prescription Medication:

- Requires written instruction from a prescriber. The prescription label meets this requirement. Any changes in instructions (e.g. dosage or frequency) must also be per a physician written order by the prescriber.
- Requires written parent or guardian permission.
- The medication must be in the original pharmacy container.



Medications

- May only be given as ordered by the physician on the prescription container.
- May be given within the 30 minute 'window' before or after the prescribed time.
- May not be dispensed at alternate times to accommodate early releases from school and/or classes.

- The school may not give the student medication not normally dispensed during school hours because the dose was missed at home.
- Verbal physician orders can only be taken by a licensed nurse. Physician's offices may contact the Nurse Helpline at 503-399-3376, from 7:30AM-3:45PM, when schools are in session.

Non-prescription Medication:

- Requires written parent or guardian permission which includes the following information:
 - Student name
 - Name of medication
 - Dosage (per manufacturer's recommendation, unless written order by health care provider)
 - Route
 - Frequency of administration
 - Other special instructions
 - Signature of parent / guardian
 - Necessary for student to remain in school
- Must be in the original container or packaging with manufacturer's recommended dosage schedule included.
- For nonprescription medication that is not approved by the Federal Drug Administration a written, signed order from the student's prescriber is needed with the following:
 - Name of the student
 - Dosage
 - Method of administration
 - Frequency of administration
 - A statement that the medication must be administered while the student is in school
 - Any other special instructions



Student Self Medication:

The student must be able to demonstrate the ability, developmentally and behaviorally, to self-medicate independently with permission from a parent or guardian, building administrator and in the case of a prescription medication, a physician or School Health Registered Nurse. Written permission must be on file at the school. The form can be found on the districts QAM website at <https://salkeiz.sharepoint.com/qam/SitePages/Home.aspx>