

RSU #29
SCHOOL MEDICATION AUTHORIZATION

THIS FORM MUST ACCOMPANY MEDICATION TO SCHOOL

STUDENTS NAME: _____ DATE OF BIRTH: _____
GRADE: _____ SCHOOL: _____ SEX: _____

THE FOLLOWING MUST BE COMPLETED BY THE PHYSICIAN:

NAME OF MEDICATION: _____

DOSAGE: _____

ROUTE: _____

IF GIVEN DAILY-SPECIFY TIME: _____

IF GIVEN PRN-DESCRIBE INDICATIONS & FREQUENCY: _____

START DATE: _____ STOP DATE: _____

REASON FOR MEDICATION: _____

POSSIBLE SIDE EFFECTS: _____

ANY RESTRICTIONS ON THE STUDENTS ACTIVITIES: _____

OTHER INFORMATION: _____

PHYSICIAN'S SIGNATURE: _____ DATE: _____

ADDRESS _____ TEL: _____

THE FOLLOWING SECTION IS TO BE COMPLETED BY PARENT/GUARDIAN.

I GIVE PERMISSION FOR MY CHILD TO RECEIVE THE ABOVE MEDICATION AS DIRECTED DURING SCHOOL HOURS. ALL MEDICATION WILL BE KEPT IN THE CLINIC/OFFICE. I AM AWARE THAT MEDICATION ADMINISTRATION WILL BE SUPERVISED BY MEDICAL OR NON-MEDICAL SCHOOL PERSONNEL AND IT IS THE CHILD'S RESPONSIBILITY TO COME TO THE OFFICE TO TAKE IT.

PARENT/GUARDIAN SIGNATURE: _____ DATE: _____

TELEPHONE NUMBER: _____ WORK#: _____

MEDICATIONS MUST BE IN THEIR ORIGINAL CONTAINERS, AS RECEIVED FROM THE PHARMACY. THIS POLICY COVERS ALL PRESCRIPTION AND OTHER DRUGS, INCLUDING TYLENOL AND IBUPROFEN. PHARMACIES ARE WILLING TO PROVIDE A SEPARATE CONTAINER FOR SCHOOL. THE LABEL SHOULD HAVE THE STUDENT'S NAME, ROUTE, MEDICATION, DOSAGE, TIME TO BE ADMINISTERED, AND THE PRESCRIBING PHYSICIAN'S NAME.

ADMINISTERING MEDICINES TO STUDENTS

The RSU #29 discourages the administering of medicines on school premises. The parent should confer with the health care provider to allow for the student to receive all prescribed doses at home, when possible. However, when the health care provider deems medication during the school day to be necessary for the student's health and attendance in school, it may be done in the school by the parent, or in accordance with this policy by the school nurse or unlicensed (non-medically licensed) trained staff as permitted by law.

For the purposes of this policy, "medication" shall include prescription and non prescription medication, nutrition supplements and dietary formulas that are prescribed by a physician, nurse practitioner, physician's assistant, or dentist, available through the pharmacy or over the counter and regulated by the Federal Food and Drug Administration.

Before any medication is administered in school, there must be a written request from the parent/guardian and a written order from the prescribing health care provider. The written request from the parent/guardian shall give informed consent for the administration of the medication, by a school nurse or trained non-licensed personnel, in accordance with the medication policy.

Prescription, as well as over-the-counter medication, must be delivered to the school in its original container by the parent/guardian or their responsible designee. Approval by the school nurse shall be required to verify compliance with regulations and practicability of implementation.

All unlicensed personnel who administer medications shall receive training in medication administration prior to administering any medication to any student. This training shall be done in accordance with Department of Education guidelines for Medication Administration in Maine Schools.

All medication shall be maintained appropriately and secured by the principal/designee or the school nurse. District staff members may be provided with such information about the medication and its administration as may be in the student's best interests.

The school nurse or principal/designee shall maintain a record including the request, by the parent and health care provider, details of the dosage, time that medication was administered, and signature of person administering the medication.

Medication administered on field trips will only be administered by trained school employees. The original medication bottle and medication sheet for documenting the administration will be taken on the field trip secured by the trained employee assigned to administer the medication. Students shall not be permitted to carry and self-administer prescription and/or over the counter medication in school. A student may possess and self-administer emergency medication such as; inhaled asthma medication or an epinephrine auto-injector according to the guidelines established by the Department of Education for Medication Administration in Maine Schools.

We recognize that this policy and the accompanying regulations are somewhat rigid. There may be times when it will be in the best interest of the student who is to receive medication and the parent, who is requesting an exception, that some flexibility be extended. Exceptions may be permitted by the school nurse and/or the school physician on per case basis.