

**The Public Schools of Brookline
School Health Services**

GUIDELINES FOR THE ADMINISTRATION OF MEDICATIONS IN SCHOOL

Please keep for reference

Parent/guardian consent and original physician orders are required for the administration of all prescription and over the counter medications. Faxed orders will be accepted if received directly from the PCP's office. To ensure the safe and appropriate administration of medications, nurses are required to contact the physician if any medication directive needs clarification.

The only exceptions to this requirement are as follows:

- Epinephrine will be administered by nurses, according to standing emergency medication orders, prescribed by the School Physician Consultant, to individuals having severe, life threatening allergic reactions. Students receiving Epinephrine (Epi-Pen) will be sent by ambulance to the ER for further treatment.

- Standing orders from the school physician are on file for the medications listed below. You may elect, by signing permission on the *Health and Emergency Information Card*, for the nurse to administer these medications when appropriate after completing a nursing assessment. You may cross out and initial any medications on the list which you do not want your child to receive.
 - a. Acetaminophen/ Tylenol for fever or discomfort
 - b. Benadryl/diphenhydramine for emergency treatment of allergic reactions
(Due to the sedating effects, students receiving Benadryl will be sent home for observation in the care of a parent/guardian.)
 - c. Cough drops for minor cough or throat irritation
 - d. Hydrocortisone cream to the skin for itching or irritation
 - e. Ibuprofen for fever or discomfort

Non-prescription Medications

Other over the counter medications require written consent by both the parent/guardian and the physician. All OTC medications must be in the original labeled container.

Prescription Medications

A. Daily Medications: Short Term

All medications must be in a prescription/pharmacy labeled container and should be brought to the health clinic by a parent. The parent/guardian must complete and sign a medication administration form. Antibiotics or other short term medications, given less than 4 times per day, should not be given during school hours. If your child goes to an after school program please make arrangements for her/him to receive medication at the prescribed time. *If a student has a contagious illness, he/she may not attend school for at least 24 hours after the administration of an initial antibiotic dose.*

B. Daily Medications: Long Term

All medications, including emergency medications, must be in the prescription/pharmacy labeled container and accompanied by medication administration forms completed by both the parent/guardian and the physician. These forms request the name, dose, and timing of the medication, the indications for its use, any side effects and parent and physician contact information.

C. Students Carrying Their Own Medications

Students in grades K-12 may carry their own inhalers and their own Epi-Pen prescriptions with approval of their parent/guardian and school nurse. Parent and physician medication forms, as described in section B, are required to be completed and submitted to the school nurse and updated yearly. No other medications should be carried by students in grades K-8. Students at the High School may carry their own medications for self administration with written parental permission and at the nurse's discretion.

D. Aspirin

This medication will be administered only with a physician's order and parental consent due to the associated risk of Reye's Syndrome. The physician must state that the child is not allergic to aspirin. The major indications for the administration of aspirin are usually for treatment of orthopedic, rheumatoid, or other musculoskeletal diseases.

E. Narcotics

Students, who suffer *chronic* pain, that require daily or periodic administration of narcotics, will have individual health care plans to support their special health care needs. These plans will include a physician's order, including dosage, indication for administration and signed parental permission. Parent/guardian must deliver the medication in the original labeled pharmacy container to the health clinic where the student will receive a dose of their prescribed narcotic from the school nurse. No narcotics can be transported by a student.

Students experiencing pain secondary to an *acute* illness, injury or recent surgery should not return to school until their pain can be managed by a non-narcotic medication, due to the side effects associated with a newly introduced narcotic prescription.

E. Field Trips

School nurses are rarely present on field trips. Please designate on the Medication Plan if your child needs to receive their scheduled medications on field trips. If a student does require medication while on a field trip and no nurse is attending, students will receive medications as follows:

- Delegation to a staff member: The school nurse will educate and delegate the administration of **essential** prescription medications, according to MDPH regulations for day and overnight field trips.
- Self administration (grades 9-12): If developmentally appropriate, a student may self administer medication with parental permission at the discretion of the school nurse. A parent/guardian must sign permission for self administration on the medication administration plan for a day trip . For overnight trips, the Overnight Field Trip Health form must also be completed by the parent to allow students to self administer. All medications must be provided in an accurately labeled prescription bottle. *Refer to Medication Guidelines for Overnight Field trips.*

Students may carry and self administer their own medications such as inhalers for asthma and Epi-Pens, for Life Threatening Allergies when appropriate. Be sure to discuss the specific medication practices for the field trip with the school nurse at least 72 hrs before the trip.

Please contact the school nurse if you have any questions about medication administration.