

ADMINISTERING MEDICATION

The board shall not be responsible for the diagnosis and treatment of student illness. The administration of prescribed medication to a student during school hours will be permitted only when failure to take such medication would jeopardize the health of the student, or the student would not be able to attend school if the medicine were not made available to him/her during school hours. NJSA 18A:40-12.3 and 12.4 permits a board of education to allow a student with asthma or another potentially life threatening illness to self-administer medication under certain conditions.

For the purpose of this policy, medication means all medicines prescribed by a student's physician for a diagnosed illness, disease or condition.

Before any medication may be administered, the board requires that pertinent information be provided by a physician and the parent(s). The information shall include, but not limited to, the purpose of the medication, dosage, time at which or the special circumstances under which medication shall be administered, length of time for which medication is prescribed and possible side effects of said medication.

The nurse will handle any necessary inquiries regarding the information provided, secure the medication and dispense the dosage to the student. The dispensing of all medication shall be from its original container.

- A. If it is necessary for a student to take a medication during school hours, the following procedures are required of the parent and/or student.
1. The parent should provide a written request for the nurse to administer the prescribed medication at school.
 2. The written prescription orders are to be provided to the school from the private physician, stating the name of the drug, dosage, time of administration and the side effects, if any.
 3. The medication should be presented by the parent or designated adult to the school nurse in the original container, appropriately labeled by the pharmacy or physician. Labeling by the parent is not acceptable.
 4. The school will provide a secured location for the safe storage of the medication.
 5. The school nurse or parent is the only person permitted to administer medication in the school or on a field trip except in life-threatening circumstances.

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6. Recording or documenting the medication administration process is required to be completed by the school nurse.

Self-Administer Medication

For self-administering, the parent must provide their written authorization and submit written certification from the student's physician confirming the illness, disease or condition, and an additional statement supporting the capability of the student for self-administration. The permission is effective for the school year for which it is granted and must be renewed for each subsequent school year.

The chief school administrator or designee shall inform the parents that the board shall incur no liability arising from the self-medication. In turn, the parent(s) must sign a district form stating they know that the district shall incur no liability as a result of the self-medication.

Field Trips

If it will be necessary for a student to take a medication during a field trip and neither the school nurse nor the parent is able to participate on the field trip, one of the following provisions must be met:

1. The time of medication administration is altered in writing by the prescribing physician for the day of the field trip and the school nurse or parent administers the medication before and/or after the field trip.
2. The medication administration is discontinued in writing by the prescribing physician for the day of the field trip.

Should the medication not be administered on the day of the field trip by the school nurse or parent and neither provision 1 or 2 above be met, the student will not be permitted to participate on the field trip but will be required to attend school for the day.

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Legal References:

NJAC 6:29-1.2(a)9	Administering Medication
NJSA 18A:40-12.3 and 12.4	Administration of Medication

