

QUINCY PUBLIC SCHOOL DISTRICT #172 POLICY FOR ADMINISTRATION OF MEDICATION IN SCHOOLS

The administration of medication or supervision of self-medication to students during regular school hours should be discouraged unless necessary for a student's health and well-being.

A certificated school nurse or registered nurse must manage the medication administration program following the *Recommended Guidelines for Medication Administration in Schools* developed by the Illinois Department of Human Services (IDHS) and the Illinois State Board of Education (ISBE), September 2000.

A designated administrator will be responsible for medication administration or supervision of self-medication when a nurse is not available. Teachers or other employees cannot be required to administer medication or supervise self-medication although they may volunteer to do so.

When a student's licensed prescriber and parent/guardian believes that it is necessary for the student to take a medication during school hours, the parent/guardian must request that the school administer the medication to the child and follow the District's "Guidelines for the Administration of Medication at School".

A licensed prescriber is defined as:

1. Physician – a physician licensed to practice medicine in all of its branches including Medical Doctors and Doctors of Osteopathy;
2. Dentist – a person licensed to practice dentistry in any of its branches;
3. Podiatrist – a physician licensed to practice podiatric medicine;
4. Optometrist – a person licensed to practice optometry;
5. Physician Assistant – a person licensed as a physician assistant in accordance with written guidelines required under the Physician Assistant Practice Act.
6. Advanced Practice Nurse – an advanced practice nurse in accordance with written guidelines required under the Nurse Practice Act.

Medications stored and/or administered at school must be FDA approved pharmaceuticals prescribed within their therapeutic range and in compliance with accepted standards of safe treatment regimens.

Medications must be stored in a separate locked drawer or cabinet. When the medication being stored is a controlled substance, the locked cabinet must be securely affixed to the wall. Medications requiring refrigeration must be kept in a refrigerator separate from food products.

A student may possess, for immediate use at the student's discretion an:

(A) Epinephrine auto-injector: provided (1) the parent provided written authorization from the student's physician, physician's assistant or advance practice registered nurse (hereafter, "physician"), and (2) the parent provided a written statement from the pupil's physician containing the name and purpose of the epinephrine auto-injector, the prescribed dosage, and the time or circumstances under which the epinephrine auto-injector is to be administered.

(B) Asthma inhaler: provided the parent provided (1) written authorization, and (2) a prescription label with the name of the medication, the prescribed dosage and the time or circumstances under which the medication is to be administered.

No student shall possess or consume any prescription or non-prescription medication on school grounds other than as provided for in this policy.

No School District employee shall administer to any student, or supervise a student's self-administration of any prescription or non-prescription medication until a completed and signed "Authorization and Permission for Administration of Medication" has been submitted and reviewed by the school nurse.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

Recommended Guidelines For Medication Administration in Schools, IDHS and ISBE, September 2000.

Self-Administration and Self-Carry of Medications for Asthma and Allergy (PA98-0795), ISBE Guidance Document, April 2015