

MEDICATION ADMINISTRATION GUIDELINES

All medications should be taken before or after school hours whenever possible. However, it is understood that certain medications are required during the school day. Iowa State Law and Clarinda Schools allow medications to be administered at school only when the following specific guidelines are met.

- Medicine prescribed 3 times a day should be given at home; before, after school and at bedtime. Medications that are to be given four times a day will be given at lunch in the Student Health Office.
- Herbal remedies, Natural Supplements or Essential Oils not approved by the Federal Drug Administration will NOT be administered by school personnel.
- All medications must be brought to the school and picked up by an adult. The medication will be kept in a locked storage area and distributed by the school nurse or school personnel that have taken the Medication Administration Course. Medication will not be sent home with students. Any medication that has not been picked up by the last day of school will be disposed of properly.
- No medication is to be kept by student's in their lockers, desks, or on them personally. Medications are to be kept in the school's designated area.
- Medications will be transported for field trips according to State of Iowa recommendations.
- Medication Administration Forms can be obtained from the school website or the school office.

PRESCRIPTION MEDICATION:

- Per Iowa State Law prescription medication must be in the original container from the doctor, pharmacy, or store. The name of the student, medication, time to be given, and name of the physician must be on the container. Written permission to give the medicine, with the parent's signature, must accompany the medication. A current pharmacy-labeled container can serve as the written prescriber's order.
- Parent instruction cannot conflict with prescriber's orders.
- The parent/guardian is responsible for submitting a new prescriber's order form to the school each time there is a change of dosage or time of administration. Prescriber's orders may be faxed or e-mailed to the nurse.
- Medications must be in the most current pharmacy-labeled container
- Empty bottles of prescription medication will not be automatically be sent home with a student unless under specific circumstances arranged/approved by nurse or school staff.

SELF-CARRY EMERGENCY MEDICATIONS:

- **INHALERS-** Students with asthma and other airway constricting diseases may self-administer their life saving medication when a parent/guardian provides written permission and a physician's prescription (see **AUTHORIZATION-ASTHMA OR AIRWAY CONSTRICTING MEDICATION SELF-ADMINISTRATION CONSENT FORM**)
 - All inhalers must have the prescription label directly on the actual inhaler as well as on the box it comes in. You will need to ask the pharmacy for this.
 - If the student misuses this privilege, the privilege will be withdrawn.
- **EPI PENS-**Clarinda Community Schools does not provide epinephrine auto injectors. In the event of an anaphylactic reaction, emergency services (911) need to be contacted immediately.
 - A student who has a prescribed epinephrine auto injector may carry and self administer when a parent/guardian provides written permission and the physician provides a prescription. See section labeled *prescription medication*.

OVER THE COUNTER MEDICATIONS:

- All medications must be brought from home by an adult in the original container labeled with the student's name.
- Parent instructions cannot conflict with label instructions.
- Over-the-counter medication can only be administered if the label instructions correspond with the student's age, weight and medication indications.
- School nurse may refuse to administer over-the-counter medication if it is felt that it may be detrimental to the student.