

Administering Medicines to Students – Asthma Inhaler Exemption

Any school employee authorized in writing by the district administrator or school principal:

1. May assist in the self-administration of any drug that may lawfully be sold over the counter without a prescription to a pupil in compliance with the written instructions, if the pupil's parent or guardian consents in writing or through a documented phone conversation.
2. May assist in the self-administration of a prescription drug to a pupil in compliance with the written instruction of a practitioner, if the pupil's parent or guardian consents in writing.

No employee may administer a drug or prescription drug to a pupil under this policy except in an emergency situation. Diagnosis and treatment of illness and the prescribing of drugs are never the responsibility of a school employee and should not be practiced by any school personnel.

Administering Medication

The board will permit the administration of medication to students in schools in its jurisdiction. Pursuant to the written authorization of a physician or dentist, as well as the written authorization of a parent or guardian may administer medication to any student in the school or may delegate this task pursuant to Idaho Law.

Emergency Administration of Medication

In case of an anaphylactic reaction or the risk of such reaction. A principal or delegate may administer emergency oral and/or injectable medication to any student in need thereof on the school grounds, in the school building, or at a school function, according to the standing order of the chief medical advisor or the student's private physician.

The administrator or designated staff member, exempt from nurse licensure requirements, who has completed training in administration of medication, may give emergency medication to students orally or by injection. There must be on record a medically diagnosed allergic condition which would require prompt treatment to protect the student from serious harm or death.

Record of the medication administered in an emergency will be entered on an Individual Student Medication Record and filed in the student's cumulative health folder.

Self-Administration of Medication

Students who are able to self-administer specific medication may do so provided:

1. A physician or dentist provides a written order for self-administration of said medication.
2. There is written authorization for self-administration of medication from the student's parent or guardian.
3. The principal and appropriate teachers are informed that the student is self-administering prescribed medication.

Self-Administration of Asthma Medication

Pursuant to Idaho Code covering the self-administration of Asthma medication, if a parent or legal guardian chooses to have his/her child self-medicate:

1. The parents or guardians of the pupil shall provide to the school board or designee written authorization for the self-administration of medication.
2. The parents or guardians of the pupil shall provide to the school board or designee written certification from the physician of the pupil that the pupil has asthma or another potentially life-threatening respiratory illness and is capable of, and has been instructed in, the proper method of self-administration of medication. Such physician or health care provider-supplied information shall contain:
 - a. The name and purpose of the medication;
 - b. The prescribed dosage;
 - c. The time(s) at which or the special circumstances under which medication should be administered;
 - d. The length of time for which medication is prescribed; and
 - e. The possible side-effects of the medicine.
3. Actions to take in the event of an emergency, including if the medication does not improve the child's breathing;
 - a. contact information for the physician and parent/guardian; and
 - b. list of the child's asthma triggers.

The board or board designee will inform the parents or guardians of the pupil in writing that the district and its employees or agents shall incur no liability as a result of any injury arising from the self-administration of medication by the pupil, absent any negligence by the district, its employees or its agents, or as a result of providing all

relevant information provided pursuant to employees or its agents, or as a result of providing all relevant information provided pursuant to subdivisions of this subsection with the school nurse, absent any negligence by the district, its employees or its agents, or in the absence of such nurse, to the school administrator.

The parents or guardians of the pupil shall sign a statement acknowledging that the district shall incur no liability as a result of any injury arising from the self-administration of medication by the pupil and that the parents or guardians shall indemnify and hold harmless the district and its employees or agents against any claims arising out of the self-administration of medication by the pupil.

As used in this section:

1. "Medication" means a metered dose inhaler or a dry powder to alleviate asthmatic symptoms, prescribed by a physician and having an individual label.
2. "Self-administration" means a student's use of medication pursuant to prescription or written direction from a physician.

A student who is permitted to self-administer asthma medication pursuant to this section shall be permitted to possess and use a prescribed inhaler at all times.

Any school employee authorized in writing by the district administrator or principal may assist with self-administration of medications provided that only the following acts are used:

1. Verbal suggestions, prompting, reminding, gesturing, or providing a written guide for self-administering medications;
2. Handing a pre-filled, labeled medication holder, labeled unit dose container, syringe, or original marked, labeled container from the pharmacy to the student;
3. Opening the lid of the above container for the student;
4. Guiding the hand of the student to self-administer the medication;
5. Holding and assisting the student in drinking fluid to assist in the swallowing of oral medications; and
6. Assisting with the removal of a medication from a container for the student with a physical disability which prevents independence in the act.

Handling and Storage of Medications

All medications, excluding those approved for keeping by students for self-medication, must first be delivered by the parent or guardian to the administrator or employee

assisting with the self-administration of medication. The administrator or employee must:

1. Examine any new medication to insure that it is properly labeled with dates, name of student, medication name, dosage, and physician's name.
2. If administration is necessary, the principal or delegate must develop a medication administration plan for the student before any medication is given by school personnel.
3. Record of the Student's Individual Medication Record the date the medication is delivered and the amount of medication received.
4. Store medication requiring refrigeration at 36F – 46F.
5. Store prescribed medicinal preparations in a securely lock storage compartment, excluding those medications approved for self-administration. Controlled substances will be contained in a separate compartment, secured and lock at all times.

No more than a forty-five (45) school day supply of a medication for a student will be stored at the school. All medications, prescription, and non-prescription, will be stored in their original containers.

Access to all stored medication will be limited to persons authorized to administer medications or assist in the self-administration of medications. Each school will maintain a current list of those persons authorized by delegation from the district or school administration to administer medications.

Disposal of Medication

School personnel must either return to the parent or destroy (with permission of the parent or guardian) any unused, discontinued, or obsolete medication. Medicine which is not repossessed by the parent or guardian within a seven (7) day period of notification by school authorities will be destroyed by the principal or delegate in the presence of a witness.

Legal source: Idaho Code 54-1401 "Professions, vocations, and businesses-Nurses."
Idaho Code 33-520 "Policy governing medical inhalers."

Adopted: August 19, 2004
Reviewed: June 8, 2004, January 30, 2007
Revised: August 2, 2004

**AUTHORIZATION FOR SELF-ADMINISTERED ASTHME/EMERGENCY
MEDICATION**

STUDENT'S NAME _____ GRADE _____ DOB _____

PARENT/GUARDIAN NAME _____

TELEPHONE (HOME) _____ (WORK) _____

I give my permission for my child to self-administer the medication described below. I shall indemnify and hold harmless the district and its employees or agents for legal fees, costs, and any potential damages concerning self-administration of this medication arising out of any claims brought by the above named child or anyone else.

Parent/Guardian's Signature Date

THE FOLLOWING IS TO BE COMPLETED BY THE PHYSICIAN:

I am recommending that the above named student be allowed to self-administer the following medication:

Name and purpose of medication _____

Identification of chronic medical problem _____

Prescribed dosage to be taken _____

Length of time medication must be taken _____

Possible side effects and/or special precautions to be taken _____

Conditions under which self-medication will take place:

_____ Independently (*child must have had training and be proficient in self-administering medication*)

Trainer's Name _____ Date of Training _____

_____ Under the supervision of a school administrator or delegate

Medication should be _____ Stored in the health office
_____ In the possession of the student

Type or print physician's name Physician's signature

Date _____

**INDEMNIFICATION/HOLD HARMLESS AGREEMENT FOR SELF-
ADMINISTRATION OF MEDICATION**

STUDENT NAME _____

The parent(s)/guardian(s) agree to indemnify, defend, and hold harmless the school district harmless from any and all claims, actions, costs, expenses, damages, and liabilities, including attorney's fees, arising out of, connected with, or resulting from the self-administration of medication by the pupil. The parent(s)/guardian(s) agree(s) that the school district, Board of Education, Board of Education employees and its agents shall incur no liability as a result of any injury arising out of or connected with the self-administration of medication by the pupil. Specifically, the parent(s).guardian(s) agree that they will not institute either on their own behalf or on behalf of the pupil, any claim or action against the Board of Education, Board of Education employees and its agents arising out of or connected with self-administration of medication by the pupil.

This agreement shall take affect on the date listed below and shall stay in effect for as long as the pupil is provided permission to self-administer medication. This agreement must be signed and in full effect prior to the granting of permission to self-administer medication.

Parent/Guardian's Name (please print)

Parent/Guardian's Signature

Parent/Guardian's Name (please print)

Parent/Guardian's Signature

Principal's Signature

Date of Agreement