



Guidelines for Medication Administration School Year 24-25

All medication is to be brought to school by the parent/guardian in a properly labeled container from the pharmacy and/or the original unopened, over-the-counter packaging. Expired medications will NOT be accepted. You may ask the pharmacist to label two containers: one for school and one for home. Medications will not be sent home with students daily.

Medications will **NOT** be crushed without a licensed healthcare provider order. Parent/guardian is required to provide student specific pill crusher. If a medication needs to be cut in half, it will be done by the parent/guardian **NOT** the health assistant or nurse.

Any medications that the district/school nurse feels are unsafe will not be administered until licensed healthcare provider clarification is obtained. School nurses must follow all State Scope of Practice regulations.

Students will **NOT** be allowed to carry or administer their own medication except with special written permission from the parent/guardian, licensed healthcare provider, building administrator/principal, and school/district nurse. This includes prescriptions, over-the-counter medications, and natural/ herbal supplements. **No controlled substances will be allowed for self-carry for the safety of all students.**

The parent/guardian is responsible for picking up the child's medication at the end of the school year. Any medication left over will be discarded on the last day of class. **No Exceptions.**

Parent/guardian is responsible for providing medications for overnight and extended day field trips with all appropriate paperwork.

Prescription Medication

- Prescription medication must be prescribed by your child's Arizona licensed healthcare provider and filled by a licensed pharmacy. The prescribing provider on the consent must match the medication label from the pharmacy (exceptions may be made for providers in the same medical practice).
- Medication prescribed by out-of-state healthcare providers can be administered for up to 60 days. After 60 days, the prescription must be replaced by a provider licensed in the State of Arizona. No Prescriptions from outside of the United States will be accepted.
- Medications prescribed to be taken one (1) two (2) and three (3) times a day are not routinely given at school. Exceptions may be made if the nurse discusses the need with the licensed healthcare provider and they find this is necessary.
- A Consent for Medication Administration form must be filled out and signed by the child's licensed healthcare provider, and the parent/guardian, for prescription medication to be given.
- A new Consent for Medication Administration form must be completed and signed by the child's licensed healthcare provider for any changes to prescription medication (dosage, timing, etc.), including each new school year.
- The student is responsible for coming to the health office or to the designated person to take the medication.
- Narcotic pain medication, CBD oil and medical marijuana will not be given in the general education setting at school for the safety of all students. (ARS§15-108)

Over-the-Counter Medication

- All Non-prescription medications will be dispensed to students upon the completion of the Consent for Medication Administration form with parent/guardian signature. Medication will be given in accordance with package directions. Dosage must be weight and age appropriate per label (i.e. children specific formula).
- If medication is to be administered for three (3) consecutive days, a licensed healthcare provider order must be submitted to the school health office for continuing administration of the medication beyond the three (3) days to ensure that use of this medication is not masking symptoms of a serious condition in the student.
- In order to minimize the possibility of a drug overdose, non-prescribed medications will not be dispensed during the first and last hours of the school day.
- A new Consent for Medication Administration form is required for each school year.
- The health office does have a supply of Acetaminophen (Tylenol) in pill form that we can give to your student if they will benefit from it and help keep them in school. For us to administer, the parent/guardian must give permission during the online registration process each school year. The frequent use of Acetaminophen (Tylenol) has been shown to cause liver problems in both children and adults; therefore, we will use Acetaminophen (Tylenol) at our discretion. If we find we are administering Acetaminophen (Tylenol) on a recurrent basis, you may be contacted to provide a note from your doctor along with a supply of the medication for the health office.

Natural/Herbal Preparations and Dietary Supplements

Supplements are not regulated by the FDA. Under the Dietary Supplement Health and Education Act (DSHEA), the FDA treats supplements like food. Supplements can include minerals, vitamins or other natural biological substances and they are available in a variety of shapes and sizes, including concentrates, extracts, capsules, tablets, liquids and powders. Because these are not regulated by the FDA, we have guidelines in place to ensure the safety of all students.

- All Natural, Herbal and Dietary supplements will be dispensed to students upon the completion and signature of the Consent for Medication Administration form by the parent/guardian.
- A new Consent for Medication Administration form is required for each school year.
- Supplement must be in original unopened container with all instructions intact on that container.
- If supplement is to be administered for more than three (3) consecutive days, a licensed healthcare provider's order may be necessary.
- Supplements will not be given the first and last hour of the school day to avoid any possibility of overdose.
- Identification of the condition for which the product is being used is necessary. That includes all safety information, possible side effects, contraindications, and adverse reactions.