

## Medication at School

### Medication Forms

Prescribed and/or over-the-counter (OTC) medication is administered only upon receipt of a correct, current, completed *School Medication Prescriber/Parent Authorization Form (PPA)*. The prescribing physician must fill out the prescriber authorization section and sign the PPA for prescription medication to be given at school. This form is available in the nurse's office or on the schools website under nurse section. Please ensure that the PPA matches the pharmacy label.

### Delivery of Medication

All prescription medication must be in a current, pharmacy-labeled prescription container. All OTC medications must be in an unopened (sealed), manufacturer-labeled container and identified with the student's name written in permanent ink. **The parent/guardian or parent-designated responsible adult (not the student) should deliver to school nurse.** No expired medication will be accepted.

### Acceptance of Medication

Both the parent/guardian or authorized adult and the licensed nurse or medication assistant will sign the back of the Medication Administration Daily Record (MAR) to verify amount received or retrieved. **Students must not deliver or carry any type of medication to and from school except those authorized for self-administration/self-carry (inhalers, epi-pens, and insulin are allowed for self-carry/self-administration with current PPA on file with nurse).**

### Storage of Medication

All medications must be stored in the nurse's office according to ABN guidelines. Exceptions to this rule are medications prescribed to prevent or treat medical emergencies. Per ABN guidelines, Gadsden City Schools do not stock over the counter medications (Tylenol, Ibuprofen, Hydrocortisone, etc.) for student or staff use. First aid supplies including calamine lotion, antibacterial ointment, saline wound wash, and eye wash may be maintained in the school nurse office.

### Emergency Medication

A student may carry his/her emergency medication (insulin, glucagon, epi-pen, or rescue inhaler) with proper authorization on the *School Medication Prescriber/Parent Authorization Form (PPA)* and after demonstration of proper administration to the nurse.

### Expired Medication

The parent/guardian or authorized adult will be notified when medications expire. Expired medication must be picked up within two (2) weeks of notification. If not picked up, medication will be destroyed in accordance with federal and state guidelines.

### End of each School Year

The parent/guardian or authorized adult (not the student) must pick up all medications on or before the last day of classes or the medications will be destroyed. Medication cannot be kept at the school between the end of the regular school year and the start of the next school year.

**STUDENTS FOUND TO BE IN POSSESSION OF MEDICATION (PRESCRIBED OR OVER THE COUNTER WITHOUT PROPER AUTHORIZATION ON FILE IN THE SCHOOL NURSE OFFICE) OR WHO GIVE AWAY, SELL, OR ATTEMPT TO GIVE AWAY OR SELL MEDICATION MAY BE SUBJECT TO SUSPENSION, PROBATION, OR EXPULSION.**