

ADMINISTERING DRUGS/MEDICATIONS TO STUDENTS

Prescription and non-prescription drugs should be administered to school children at home rather than at school whenever possible. School personnel, authorized in writing by the building Principal, may administer drugs to students under established conditions.

Before any prescription drug may be administered to a student, school personnel must have completed the required training and have received written parental consent and written instructions from the child's practitioner (i.e. physician, dentist, optometrist, physician's assistant, advance practiced nurse prescriber or podiatrist). The prescription drug must be supplied by the student's parent or guardian in the original pharmacy-labeled package clearly stating the name of the student, the name of the prescriber, the name of the prescription drug, the dose, the effective date and the directions in a legible format. Exceptions to this include:

1. Designated and trained school personnel may use an auto-injector to administer epinephrine to a student who appears to be experiencing a severe allergic reaction if, as soon as practicable, the designated and trained school personnel reports the allergic reaction by calling "911".
2. Designated and trained school personnel may administer glucagon to a student who the school personnel knows is diabetic and who appears to be experiencing a severe low blood sugar event with altered consciousness if, as soon as practicable, the designated and trained school personnel reports the event by calling "911".

Before any non-prescription drug may be administered to a student, school personnel must have completed the required training and have received written parental consent and written instructions from the child's practitioner (i.e. physician, dentist, optometrist, physician's assistant, advance practiced nurse prescriber or podiatrist). The non-prescription drug must be supplied by the student's parent or guardian in the original manufacturer's package that clearly states the ingredients and the recommended therapeutic dose in a legible format. Administration of a nonprescription drug to a student in a dosage other than the recommended therapeutic dose is allowed only if the request to do so is accompanied by the written approval of the student's practitioner.

All written instructions and consent forms shall be filed in the school office. The building Principal, or designee, shall be responsible for reviewing the written medication instructions periodically, maintaining complete and accurate records including documentation of each dose administered, including errors, and storing all prescription and non-prescription medication in a safe and secure place.

With the exception of the School Nurse, school personnel authorized to administer medication to students shall not be required to administer any medication to a student by any means other than ingestion.

Specific drug/medication administration procedures shall be developed.

LEGAL REF.: Sections 118.125 Wisconsin Statutes 118.29

121.02(1)(g)

146.81- 146.83

PI 8.01(2)(g), Wisconsin Administrative Code

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