

NORTHGATE SCHOOL DISTRICT
SCHOOL HEALTH SERVICES

Medication Procedure

Students **are not permitted** to carry any prescription or nonprescription medications with them during school unless appropriate permission has been obtained through the school nurse.

All medications, prescription or nonprescription must be delivered to the school nurse in the original container or current prescription bottle with student's name. No medication will be accepted in plastic bags or unidentifiable containers.

NON-PRESCRIPTION MEDICATION

1. Advil (Ibuprofen), Tylenol (Acetaminophen), and Antacids will be provided to students when needed at the discretion of the school nurse. Parents/guardians **MUST** sign the medication permission on the emergency record. Phone calls for permission will be limited and only on an emergency basis.
2. Other Nonprescription medications (cold medications, etc) will be given on an "as needed" basis and at the discretion of the school nurse. Written permission from the parent/guardian is required. The medication must be provided in the original container and labeled with the student's name.
3. Unused medication shall be picked up by parent/guardian within ten (10) days, or disposal by the school nurse will be carried out and recorded.

PRESCRIPTION MEDICATIONS

1. **All prescription medications must be delivered in a current labeled prescription container. The container must contain the student's name, prescribing physician's name, the date of original prescription, name of medication, dosage, and directions for administration.**
2. Physician's orders for medications for use by the student shall specify in writing the duration of the order, name of the drug and the dosage, and shall be renewed

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each school year if long term (or more often if a change in medication, dosage or time schedule is indicated). The School District Medication Permission Form should be used (Attached).

3. In some instances it is necessary or more beneficial for a student to carry medications on their person rather than keep them in the Health Office (e.g. inhalers, glucose tablets). Approval must be obtained from the school nurse and written permission for the possession of the medication must be obtained from the physician and parent/guardian.
4. Not more than one month's supply of a prescribed medication shall be stored in a school.

PRESCRIPTION MEDICATIONS-SHORT TERM USE

1. Prescription medications that need to be administered during school hours for less than 10 days require a physician's written permission. Discharge instruction sheets from Emergency Departments are not accepted as physician permission.
2. Medication must be in a properly labeled prescription bottle with only the number of doses needed for school hours.