

Medication of Children and Youth Program Participants

Under normal circumstances prescribed and over-the-counter medication in its original container, for students under the age of 18, should be dispensed before and/or after program hours under supervision of the parent or guardian.

If a program participant must receive prescribed or over-the-counter oral or topical medication, eye drops, ear drops or nasal spray ("medications") from an authorized staff member, the parent/guardian must submit a written authorization accompanied by a written request from a licensed health professional prescribing within the scope of his or her prescriptive authority. If the medication will be administered for more than fifteen consecutive days, the health professional must also provide written, current and unexpired instructions for the administration of the medication.

The designated administrator will establish procedures for:

- A. Training and supervision of staff members in the administration of prescribed or non-prescribed oral medication to children and youth by a physician or registered nurse;
- B. Designating staff members who may administer prescribed or non-prescribed oral medication to children and youth;
- C. Obtaining signed and dated parental and health professional request for the dispensing of prescribed or non-prescribed oral medications, including instructions from health professional if the medication is to be given for more than fifteen (15) days;
- D. Storing prescribed or non-prescribed medication in a locked or limited access facility;
- E. Maintaining records pertaining to the administration of prescribed or non-prescribed oral medication; and
- F. Permitting, under limited circumstances, children and youth to carry and self-administer medications necessary to their attendance at ESD programs.

Nasal Inhalers, suppositories and non-emergency injections may not be administered by program staff other than registered nurses and licensed practical nurses. No medication will be administered by injection by program staff except when a child or youth is susceptible to a predetermined, life-endangering situation [See Policy 3420, Anaphylaxis Prevention and Response]. In such an instance, the parent will submit a written and signed permission statement. Such an authorization will be supported by signed and dated written orders accompanied by supporting directions from the licensed health professional. A staff member will be trained prior to injecting a medication.

If ESD 112 decides to discontinue administering a child or youth's medication, the designated administrator or designee must provide notice to the child or youth's parent or guardian orally and in writing prior to the discontinuance. There must be a valid reason for

