

# Parent's Guide to School Medication Law

Dear Parent/Guardian,

The medication law is designed to protect students and the school from any harm. In order to administer medication to students, the following requirements must be followed.

- **A form must be filled out:** Forms are available in the school office and health room.
- **Parents or responsible person older than 18 must transport the medication to and from school.**  
Students may not transport the medication.
- Prescription medications require a parent/guardian signature. An accurate label with specific dispensing instructions or a physician signature on the form with dispensing instructions is required.
- Any time the dosage changes, a new form is required, as well as a new bottle with an accurate label or a new prescription with a physician signature.
- **Over the counter (OTC) medications also require a completed form** and a parent signature with specific dispensing instructions. OTC medication must follow the manufacturer instructions and be in manufacturer packaging. No physician signature is required for OTC medications.
- **If medication will be required while your student is on a field trip,** a separate bottle that is accurately labeled may be provided to the school. Please ask your pharmacist for an extra, labeled bottle.
- **For nonprescription medication that is not approved by the Federal Drug Administration,** a written order from the student's prescriber is required that includes the name of the student, name of the medication, dosage, method of administration, frequency of administration, a statement that the medication must be administered while the student is in school, any other special instructions, and the signature of the prescriber.
- In some cases, students who are developmentally and/or behaviorally able, will be allowed to self-administer prescription and non-prescription medications and inhalers. Certain medications, such as stimulants, narcotics and barbiturates are not allowed to be self-medicated. A separate form and District Nurse approval is needed in these situations.

## **Instructions for any medication dispensed at school must include:**

Name of the medication (i.e. Tylenol)

Dosage (i.e. 325mg., two tablets)

Frequency (i.e. every four hours)

Reason for medication (i.e. headache)

**WE will not be able to dispense medications to students unless the above instruction are followed. Please contact the health assistant in your child's school if you have questions.**