

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.