

**POWAY UNIFIED SCHOOL DISTRICT
ADMINISTRATIVE PROCEDURE**

ARTICLE: 5.0 STUDENT PERSONNEL
5.13 HEALTH SERVICES

Originator: Associate Superintendent
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2837; 2726-2727

SECTION 5.13.4 Request for Medication at School

Students may need to take prescribed medication during the school day in order to attend school without jeopardizing their health.

Any student in need of medication (prescription and/or non-prescription) during the regular school day shall be assisted by designated school personnel only when a written statement from the physician **and** the parent/guardian is received. To assist the parent and ensure the student receives medication(s) in a timely manner, a credentialed resource nurse (in accordance with California Nurse Practice Act) is available to accept a physician phone order in lieu of the written physician statement.

Upon receipt of proper form, pharmacy-labeled medications will be accepted, placed in a locked drawer or file, and made available to the student. The administration of these medications will be managed by school personnel per procedures directed by the District Health Services and supervised by the site administrator.

Medications requiring assistance other than observation for self-administration require a Specialized Physical Health Care procedure. The parent/guardian of a student on a continuing medication regime for a non-episodic condition shall inform the school (a designated certificated employee) of the medication being taken, current dosage, and the name of supervising physician. This information should be included on the confidential list as shared with staff on a need-to-know basis.

With parent consent and by staff request, the credentialed resource nurse may communicate with the physician and may counsel school personnel regarding possible effects of a medication, i.e., physical, intellectual, and social behavior changes, behavioral signs and symptoms of adverse side effects, omission or overdose, etc.

Training

At least annually, all staff members who "routinely" administer medications are trained. That training will be verified by Health Services. Training shall include the possible signs and symptoms of adverse side effects, omission, and overdose.

Self-Medication

With written request by the parent/guardian and with the approval of the student's physician, a student with an existing medical condition such as diabetes or asthma that requires frequent monitoring, testing or treatment may be allowed to carry and self-administer medication and equipment. The student is responsible in handling their own medication and shall observe universal precautions in the handling of blood and bodily fluids. The appropriate District form is to be completed (PUSD Form H-26B).

Specialized Health Care Procedures

To enable attendance in a regular school setting, certain students are identified as requiring Specialized Health Care Services. Procedures are provided for all students identified as being in

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need of these services. However, consideration is given to assure that the procedures do not jeopardize the students' health and can be safely performed at school.

Specialized Health Care Procedures (SHCP) are defined as services that require hands-on care that are not part of a regular classroom curriculum. Included in this category are emergency medications such as the Epipen for students with anaphylaxis, Glucagon injections for the care of students with diabetes, and Diastat for emergency treatment of prolonged seizures. These procedures are written and approved by the student's parent/guardian, physician, and District resource nurse. Standard procedures for administration of these emergency medications are available through Health Services.

Procedures may be implemented by licensed personnel (resource nurse, student health care specialist, etc.) designated and trained by Health Services. Procedures may be implemented by non-licensed personnel (health technician, teacher, instruction assistant, etc.) as designated by the site administrator and trained by Health Services. Level of care is determined by Health Services for the safety of the student and according to Consumer Protection Codes. Daily documentation of the health care procedures must be maintained.

Compliance with the Education Code will be assured by utilizing the guidelines and procedures for meeting the Specialized Physical Health Care of Pupils, 1990, for California schools. In creating necessary procedures, consideration is always given to the special and unique needs of the student.

All students with emergency SHCP must have the procedure available to them at all times. A trained staff member must accompany these students on any field trip or co-curricular activity that requires travel away from the campus, including the bus ride to and from the activity, so that immediate access to the emergency treatment is in place. Routine SHCP must also be available to students at designated times.