

**DIOCESE OF DAVENPORT
BOARD OF EDUCATION**

SERIES 500: STUDENT PERSONNEL

POLICY 520

STUDENT MEDICATION ADMINISTRATION

Some students may need prescription and nonprescription medication to participate in their educational program. These students shall receive medication consistent with their educational program. Medication shall be administered when the student's parent or guardian (hereafter "parent") provides a signed and dated written statement requesting medication administration and the medication is in the original labeled container, either as dispensed or in the manufacturer's container.

When administration of the medication requires ongoing professional health judgment, an Individual Health Plan (IHP) shall be developed by the licensed health personnel with the student and the student's parent. Students who have demonstrated competence in administering their own medications may self-administer their medication. A written statement by the student's parent shall be kept on file requesting co-administration of medication, when competence has been demonstrated. By law, students with asthma or other airway constricting disease may self-administer their medication upon approval of their parents and prescribing physician.

Person administering medication shall include the licensed registered nurse, parent, physician, and persons who have successfully completed a medication administration course. A medication administration course and periodic update shall be conducted by a registered nurse or licensed pharmacist, and a record of course completion will be kept on file at the agency.

A written medication administration record shall be on file including:

- Date;
- Student's name;
- Prescriber or person authorizing administration;
- Medication;
- Medication dosage;
- Administration time;
- Administration method;
- Signature and title of person administering medication; and
- Any unusual circumstances, actions, or omissions

Medication shall be stored in a secured area unless an alternative provision is documented. Emergency protocols for medication-related reactions shall be posted. Medication information shall be confidential information.

Students requiring medication while on a field trip shall provide the licensed staff member who oversees the field trip with a copy of the School Medication Authorization Form.

Parents/guardians may administer medication and/or over-the-counter medications at school to their own child without any request form. Teachers and other licensed personnel or secretaries so designated by the administrator may administer medication.

Nothing in this policy shall prohibit any school employee from providing emergency assistance to students, including administering medication.

Policy Adopted: July 16, 2001
Policy Revised: March 1, 2005
Policy Revised: June 7, 2005
Policy Reviewed: May 17, 2010
Policy Reviewed: December 2015
Policy Amended: October 25, 2018
Policy Promulgated: December 20, 2018

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Note: This law reflects the Iowa Department of Education’s special education administrative rule regarding administration of medication. Iowa law requires school districts to allow students with asthma and other airway constricting disease to carry and self-administer their medication as long as the parents and prescribing physician approve. Students do not have to prove competency to the school district, the consent form is all that is required. Schools districts that determine students are abusing their self-administration can either withdraw the self-administration or discipline the student.

Legal Reference: §124.101(1), Code of Iowa
 §147.107, Code of Iowa
 §155A.4(2), Code of Iowa
 §280.23, Code of Iowa
 §280.16, Code of Iowa Education [281.]-§41.12(11) IAC
 Pharmacy [657]-§8.32(124, 155A), IAC
 Nursing Board [655]-§6.2(152), IAC

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