

SAINT ANN MEDICATION POLICY

Dear Parents/Guardians:

*** If any medicine (whether prescribed or over the counter) is to be administered, please check with the School Secretary to make sure that Nurse will be in that day; otherwise, a parent must come in and administer the medicine!**

In accordance with NJ State Regulations and Diocesan guidelines, when the administration of medication in school is necessary, the following is required:

1. A written medication order from a licensed prescribing physician, physician assistant, or nurse practitioner **for each medication** needed. The order needs to include:
 - A. Name of the student
 - B. The name of the medication
 - C. The dosage
 - D. The time &/or frequency of administration
 - E. The diagnosis or reason why the medication is to be given
 - F. The length of time for which the medication is prescribed.

**FOR EPINEPHERINE ORDERS PLEASE USE THE *"EMERGENCY FORM FOR ANAPHYLAXIS"; FOR INHALERS, USE THE *"ASTHMA TREATMENT PLAN"
*AVAILABLE ON THE SCHOOL WEB SITE UNDER MEDICAL FORMS**

2. Parent signature **on each MEDICATION RECORD—form available on the school website under MEDICAL FORMS.**

3. The medication is to be brought to the school in its original container, with prescription medication appropriately labeled by the pharmacy or physician. **The parent, or responsible adult, is to bring the medication to school, NOT the student. While this may be an inconvenience, it is necessary for the safety of all our students.**

4. For Prescription medications, send only the amount of medication that your child will need during school hours. This will eliminate any missed doses and avoid the possibility of loss. Most pharmacies, on request, will divide the medication into 2 containers for this purpose.

ALL MEDICATION ORDERS MUST BE RENEWED EACH SCHOOL YEAR AND ARE IN EFFECT FOR THAT SCHOOL YEAR ONLY.

For your convenience when visiting your doctor over the summer or during the school year the following forms are available on the school web site: <http://stannparish.com/schoolSite/>
**Asthma Treatment Plans & Use of Multi-dose Inhalers such as Albuterol
Individual Emergency Health Plan for Anaphylaxis & Use of an Epinephrine Auto-injector
Medication Record**

Click the PARENTS tab at the top and then go to MEDICAL FORMS on the right side of the page.

Physical Forms and Immunization Requirements are also available online:

Click the PARENTS tab at the top and then click on REGISTRATION and ADMISSION FORMS to the right under FORMS, MENUS, AND MONTHLY CALENDARS.

Revised 06/2012 LRP