

Orange County Public Schools

Medication Policy

This medication policy is in full compliance with the state of Florida Nurse Practice Act, Chapter 464; the Department of Education Policy 232.46 Administration of Medication by School Personnel, and Orange County School Board Student Health Policy 514(a).

A student may have an illness that does not prevent school attendance, but may require medication for relief of symptoms, cure of the illness, or prevention of further disease. Whenever possible, this medication shall be taken at home. Recognizing that there are times when medication, both prescribed and over-the-counter, must be administered during school hours, the following guidelines have been developed:

1. The parent or guardian must provide written permission for administration of prescribed and over-the-counter (OTC) medication. Such permission shall include: student's name, strength and dosage of medication; directions for administration; and medical indications for use. The parent is responsible for providing the medication for use. Utilize Orange County Authorization for Medication Form (attached).
2. All prescribed medication shall be received and stored in the most currently labeled container from the pharmacy showing: the student's name, name and strength of drug, directions for administering, and physician's name.
3. The parent or guardian must bring the medication to the child's school. **FOR SAFETY AND SECURITY REASONS, MEDICINE IS NOT TO BE SENT TO THE SCHOOL WITH THE CHILD OR SIBLINGS.** Notes from home will NOT be accepted as authorization for dispensing medications. In cases where this presents a hardship, the principal or parent may request the bus driver to supervise safe transportation to and from home via a locked box on the bus.
4. All medication shall be administered by a school nurse or person(s) designated by the principal and trained annually by a registered nurse.
5. Non-prescription medications will only be accepted in the factory sealed original container.
6. Ongoing use of any OTC medication, e.g., a cough syrup if used beyond a reasonable time (5-7 days) must be reported to the parent and medication evaluation suggested.

232.46 Administration of Medication by School District Personnel

- 1) Notwithstanding the provisions of the Nurse Practice Act, Chapter 464, school district personnel shall be authorized to assist students in the administration of prescription medication when the following conditions have been met:
 - a) Each district school board shall include in its approved school health services plan a procedure to provide training to the school personnel designated by the principal to assist students in the administration of prescribed medication.
 - b) Each district school board shall adopt policies and procedures governing the administration of prescription medication by school district personnel. The policies and procedures shall include, but not be limited to, the following provisions:
 - 1) For each prescribed medication, the student's parent or guardian shall provide to the school principal a written statement, which shall grant to the principal or his designee permission to assist in the administration of such medication and which shall explain the necessity for such medication to be provided during the school day, including any occasion when the student is away from school property on official school business. The school principal or his trained designee shall assist the student in the administration of such medication.
 - 2) Each prescribed medication to be administered by school personnel shall be received and stored in its most currently labeled container. When the medication is not in use, it shall be stored in its original container in a secure fashion under lock and key in a location designated by the principal.
- 2) There shall be no liability for civil damages as a result of the administration of such medication when the person administering such medication acts as an ordinary reasonably prudent person would have acted under the same or similar circumstances.