

IRVING INDEPENDENT SCHOOL DISTRICT HEALTH SERVICE
MEDICATION POLICY

HEALTH REQUIREMENTS AND SERVICES:

MEDICAL TREATMENT-ADMINISTERING MEDICATION BY DISTRICT EMPLOYEES

**FFAC
(LOCAL)**

All medications shall be brought to the clinic or office area where they shall be kept in a locked container or cabinet. Students shall not possess any form of medication while at school other than to transport such to the designated location for proper storage. Medication will be refrigerated only if such storage instruction is printed on the label. At the end of the school year all medication left at school shall be returned to the parent or destroyed.

PRESCRIPTION MEDICATION

Designated employees of the District may administer medication to a student provided:

1. The District has received a written request to administer the medication from a parent, legal guardian, or other person having legal control of the student.
2. Prescription medications must be in English & the original container, bearing a prescription label that includes the student's name, the name of the medicine, directions concerning dosage, the name of the prescribing physician, the name of the pharmacy filling the prescription, and the date the prescription was filled during current school year.
3. Prescription inhalant medications, properly labeled, may be carried by the student if directed in writing by the physician and parent. This request must be filed in the school clinic.
4. All physician's sample medication must be accompanied by a written authorization from the physician.

No district employee will be required to give medication above the daily recommended dosage by the Federal Drug Administration.

No medication will be dispensed for a missed dose unless written authorization is received from the parent/guardian for each dose missed.

OVER-THE-COUNTER MEDICATION

Employees of the Irving ISD shall not administer over-the counter medications to Middle School or Senior High School students, unless prescribed by a physician.

Designated employees of the District may administer over-the-counter medications to elementary school students if the following conditions are met: (Labels on over-the-counter medication designate contents as MEDICATION.)

1. The District has received a written request to administer the medication from a parent, legal guardian, or other person having legal control of the student.
2. The written request of the parent/guardian must indicate the dosage, frequency of need, reason the medication is needed, and the date(s) of requested administering.
3. The medication must be stored in the original container. Dosage must be within the recommended amount for elementary school age children. Medication may not be given for longer than 5 school days unless directed by a physician. All medications should be picked up on Fridays.

MEDICATION
INFORMATION SHEET

DATE: _____

Dear Parent:

The medication which you sent to school was not given for the following reasons:

_____ Medication not labeled for that student

_____ No written request

_____ Dosage not indicated

_____ Frequency of need not indicated

_____ Reason for administering not stated

_____ Dates to be administered not stated

_____ Medication not stored in original container

_____ Medication past 5 day limit

_____ Physician's sample not accompanied by a written authorization
from the physician

_____ Label not in English

_____ Dosage exceeds F.D.A. recommendations

5.1

Updated 4/00