

**School Medication Administration Authorization Policy**

The School Medication Administration Authorization form must be completed fully in order for the school to administer the required medication. A new medication administration form must be completed at the beginning of each school year, for each medication, and each time there is a change in dosage or method of administration.

**The following policy has been established regarding the administration of medication during school hours:**

1. School district personnel or its agents will **ONLY give medication prescribed** by a health care practitioner licensed to prescribe by a state regulatory body.
2. Over-the-counter (OTC) medication (including Tylenol and ibuprofen) will not be given **unless prescribed by a licensed health care practitioner** licensed to prescribe by a state regulatory body.
3. The parent/legal guardian must provide the school with a completed School Medication Administration Authorization form that includes:
  - A copy of the prescription with the student's name, medication name, recommended dosage, and current date (or as listed on the container issued by the pharmacy).
  - The health care practitioner's requirements specifying frequency and method of administration.
  - The health care provider's description of anticipated adverse reactions of the prescribed medication.
  - The health care practitioner's signature.
  - Legal parental/guardian permission and signature approving the administration of the prescribed medication.
4. ALL medication **MUST BE DELIVERED** to school by a parent/guardian or a designated adult. It is the responsibility of the parent/guardian to supply OTC medication for their child. The **FIRST** dose of daily medication should be given at home to ascertain if the child experiences any adverse reaction. A one-month supply of medication may be stored at school.
5. All medications must be in the **original container or one properly labeled by the pharmacy** or health care practitioner. Many pharmacists will provide an extra-labeled bottle. OTC medication must be in a sealed container with the original label intact. Prescription and OTC medication should be clearly labeled with the current date, student's name, medication name, dosage, route, frequency, and time of administration.
6. The parent/guardian must notify the school immediately if the medication is no longer required. A parent/guardian should pick up discontinued medication. **MEDICATION WILL NOT BE SENT HOME WITH THE STUDENT.** Discontinued medication and/or medication left beyond the end of a school year will be disposed of within 7 days.
7. If a student has a health concern that requires medication on an as-needed basis for an emergency situation, specific written instructions must be provided as to when and under what circumstances the medication is to be administered or self-administered. A current (1) Student Commitment Affirmation, (2) School Medication Administration Authorization form must be on file and (3) the procedure outlined in #3 above must be followed. Due to the recent amended section 41-79-31, Mississippi Code of 1972, the school district shall permit a **"capable" student to possess and self-administer prescription asthma and anaphylaxis medication** while on school property, on school transportation, or at a school-related event or activity. The health care practitioner **MUST** instruct the student and parent regarding proper use and administration of the above medication and deem the student capable to possess the said medication. This information should be provided and signed annually by the student's health care practitioner, parent/guardian, and eligible student.

**IT IS ENCOURAGED THAT MEDICATION, WHENEVER POSSIBLE, BE GIVEN AT HOME BEFORE AND AFTER SCHOOL.**

