

Lewisville Independent School District Health Services Policies and Guidelines for Medications, Treatments, and Procedures

The parent or guardian must provide:

A written request including Student Name, Name of Drug, Date, Clear Instructions and Signature; Medications and personal treatment or procedure supplies for course of therapy or up to a month's supply
Permission for the RN and the legal prescriber to consult directly or through professional staff if requested.

The prescribing physician or other legal prescriber:

Must have prescriptive authority in the State of Texas
Must provide a written order for controlled substances, parenteral medications, long term prescriptions, PRNs and OTCs to be administered for more than 5 days, to confirm verbal orders, to change doses or schedules, and to request policy exceptions. Faxes are acceptable. Orders are valid for one calendar year.

Students will:

Comply with the instructions and directions of the school nurse and/or principal's medication designee.
Use only their own properly prescribed or family supplied medications and drugs.

Elementary:

All medications, equipment, supplies, etc. will be in the control of the nurse or principal's designee. Exception is House Bill **HB 1688**, which "Allows students to self administer asthma medications while at school or school functions with permission from **parents and physicians.**" A school medication Self-Carry Agreement must be completed by the **parent and the physician** and kept on file with the school nurse. Principal approval **is required** and must be updated each school year.

Secondary:

Responsible students may carry their own medications with written parental permission, **except for** controlled or parenteral substances, parenteral supplies/equipment, and medications requiring refrigeration. Listed exceptions must be under the control of the nurse or principal's designee.

School employees will:

Possess sufficient knowledge and skill to safely and properly administer medications, therapies, and procedures.
Store medications and procedure supplies in a locked cabinet or restricted access designated site(s).
Provide selected supplies and equipment such as medication measuring cups, peak flow set-up, and nebulizers.
Obtain written requests, authorizations, instructions, and sufficient information, from parent(s) and doctor(s)
Be familiar with expected and possible benefits, side-effects, adverse reactions, and interactions of drugs/therapies.
Follow the "five right": right patient, right medication (therapy), right form, right dose, and right time.
Administer medications/therapies at the least disruptive time as close to the prescribed schedule as possible.
Maintain an accurate record of medications and procedures prescribed and administered.
Monitor efficacy of and response to medications, therapies, and procedures, as indicated and document accurately.
Communicate appropriate information and concerns to the client, family, physician, and appropriate co-workers.
When error is recognized, take immediate action to safeguard the student's health, and report to HS director.

All medications (and treatments or therapies):

Must be current, in the original container, and labeled with the student's name and the name of the drug
Must be approved by and consistent with FDA recommendations (refer to **PDR**) or standards of care
Must be prescribed for or necessary for usage or administration during school hours
Indications and directions in Physicians' Desk References will be used as guidelines for administration of meds
OTCs may be re-initiated for recognizable and recurrent needs such as orthodontia pain with parental request
Are usually returned to the student when Rx or Tx completed: OTCs are returned at the end of the week

Injections, other Parenteral medications and supplements, invasive procedures:

All procedures must be done in the clinic in compliance with sharps and bloodborne pathogen precautions
Established parenteral lines may be continued in the classroom – observe all safety and body fluid precautions

The following types and categories of drugs and therapies will not be administered:

Prescriptions and/or Over-the-Counter medications that are contraindicated, inappropriate, or non-efficacious
Immune system stimulants such as allergy injections, vaccines, preparations, products, or skin tests
Vitamin and Nutritional Supplements (exception: physician prescribed essential nutrition replacement therapy)
Experimental, foreign, or imported medications or therapies
Homeopathic, Naturopathic, or Herbal remedies, preparations, or medications
Preparations, Compounds, Mixtures, Elixirs, Solutions or other Remedies of unknown content and/or benefit
Doses in excess of recommended or recognized limits
Out-of-date medications; Expired prescriptions
Medications or therapies prescribed for another individual or specie
Routine medications outside of school hours including those for students in the Extended School Day program

Exceptions

May be authorized if sufficient safeguards are in place to protect the student and others. Decisions regarding special requests will be made by the Director of LISD Health Services in consultation with school officials, and/or the Medical Director of the Denton Co. Health Department, and/or the prescribing physician.