

### ADMINISTRATION OF MEDICATION TO STUDENTS

Medications are given to students in the school setting to continue or maintain a medical therapy which promotes health, prevents disease, relieves symptoms of illness or aids in diagnosis.

The School District of Brodhead shall administer medication in accordance with Wisconsin State Statutes 118.29 and 118.291. The School District may administer any prescription medication to a student in compliance with the written instruction of a practitioner and written consent from the student's parent or guardian as defined by Wisconsin State Statute 118.29. Administration of nonprescription medication requires the written instruction and consent of the student's parent or guardian. Substances, which are not FDA approved (i.e. natural products, food supplements), will require the written instruction of a practitioner and written consent from the student's parent or guardian. Students with asthma may possess and self-administer a metered dose or dry powder inhaler with the written approval of the student's physician and parent or guardian.

Medication administration may be delegated by the Registered nurse hired by the school to any school employee with proper training, supervision, and evaluation as defined in Wisconsin Administrative Code N. 8.01 (2)(g) and DPI training guidance. The school employee who is authorized to administer medication is immune from civil liability for his or her acts or omissions in administering medication to a student unless the act or omission constitutes a high degree of negligence. The School District of Brodhead Administrator or principal who authorizes an employee to administer a drug or prescription drug to a student will be immune from civil liability for the action authorized, unless a court determines that the action constitutes a high degree of negligence.

No school employee, except a health care professional, may be required to administer medication to a student by any means other than oral ingestion.

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CONSENT TO ADMINISTER

A. Prescription Medications

A written, signed statement from the parent/guardian and a written, signed instruction from a practitioner must be on file at the school authorizing school personnel to administer any medication. (See Medication Authorization Form) The statement must include:

- Student name
- Medication name, dose, route frequency, time/conditions, duration
- Reason for medication
- Name of practitioner
- Parent/guardian signature, practitioner signature, date

Medication Authorization Form is available in each school office.

Requests must be renewed each year or more often if changes in dosage occur. All changes will be noted on the medication administration record, dated and initialed by the designee. Prescription medications must be supplied in a pharmacy-labeled container indicating the correct dosage and administration instructions.

B. Non-Prescription Medications

Non-prescription medication (over-the-counter) which is FDA approved can be administered.

- A written, signed statement from the parent/guardian must be on file at school authorizing school personnel to administer (Medication Authorization Form).
  - Non-prescription drugs must come to school in the original manufacturer's packaging with ingredients and recommended therapeutic dose.
  - Non-prescription medications must be supplied by parent in the original container with the student's name affixed.
  - Any non-prescription medication intended for long-term use on a daily basis must be accompanied by a practitioner's signature.
  - Any medication that contains aspirin must be accompanied by a practitioner's signature.
  - Any non-prescription medication to be administered in a dosage other than the manufacturer's recommended therapeutic dose must be accompanied by a practitioner's signature.
  - All medication must be supplied by the parent.
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C. Food Supplements, Natural Products

For the safety and protection of students, food supplements and natural products will not be given in the school setting unless approved by the FDA or prescribed by a practitioner. The following criteria must be met:

- An original container is provided.
- Use for student is indicated.
- Appropriate dosing for student is clearly stated on the label/packaging insert.
- Possible untoward effects are listed.
- Signed parent/guardian statement.
- Signed practitioner consent if non-FDA approved.

Parents/guardians may come to school to administer natural products.

SELF-ADMINISTERED MEDICATION

- Students with asthma may possess and self-administer metered dose inhalers or dry powder inhalers for the purpose of preventing or alleviating the onset of asthmatic symptoms. The student must have the written approval of a prescribing practitioner and the written approval of the student's parent or guardian updated annually. (Medication Authorization Form).
  - A student with life-threatening allergies may possess and use an EpiPen upon receipt of the Allergy Action Plan or Medication Authorization Form. This form has the written approval of a prescribing practitioner and the parent or guardian updated annually.
  - A student with Insulin Dependent Diabetes Mellitus may possess and use insulin upon receipt of the Health Plan or Medication Authorization Form. This form has the written approval of a prescribing practitioner and the parent or guardian updated annually.
  - Students are not to share over-the-counter medication and or prescription medication with any other student. Everyone reacts differently to medication and for safety no sharing of medication will be permitted. Students will be subject to disciplinary action if they share medication.
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EMERGENCY MEDICATION

The District maintains an emergency EpiPen in each school. In the event of an emergency situation in which a student is experiencing a severe allergic reaction, including anaphylaxis, authorized staff may administer epinephrine if the staff member:

- Is willing to assume that responsibility
- Is authorized in writing by the school principal or his/her designee
- Has been sufficiently instructed by the District's school nurse:
  - i. In recognizing the signs and symptoms of anaphylaxis
  - ii. On the proper administration of epinephrine auto-injector
  - iii. On proper follow-up procedures following administration of epinephrine auto-injector
- Has successfully completed an annual return demonstration of administration of epinephrine auto-injector and has been deemed competent by the District's school nurse

LEGAL REF: WI. ST. 118.125, 118.29, 118.291, 121.02 (1) (g), 146.81, 146.84  
PI 8.01 (2) (g) of the Wisconsin Administrative Code

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Last Revision: November 9, 2016

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