



LIBERTY HILL INDEPENDENT SCHOOL DISTRICT

301 Forrest Street • Liberty Hill, TX 78642 • Phone: 512-260-5580

Medication Administration At School

Student _____ Date of Request _____

Grade _____ Date of Birth _____ Medication _____

Condition for which medication is to be given _____

Dosing amount and time will be per bottle instructions. Date to be discontinued _____

PLEASE REVIEW THE MEDICATION POLICY ON THE BACK OF THIS FORM BEFORE SIGNING

It is not possible to schedule the administration of the above medication at a time other than during school hours. Therefore, I request that the medication be administered to my child as directed on this request. I understand that the School District, the Board and its employees shall be immune from civil liability due to allergic or other injuries resulting from the administration to a student, provided such administration conforms to the requirement of this policy. This medication is in the original container with proper labeling and not expired. This authorization is effective for the **current** school year only and must be renewed annually.

I authorize the following disposition of the medication at the end of the year:

_____ Parents pick up
(Controlled substances, Prescriptions)

_____ Send home with student
(Over the counter meds)

Signature of parent or guardian

Relationship

Daytime contact number

PHYSICIAN ORDERS:

FOR ALL LONG TERM (more than 10 school days) DAILY MEDICATIONS, THE PRESCRIBING PHYSICIAN OR DENTIST MUST COMPLETE FOR THE FOLLOWING:

Medication Name and Dosing Instructions:

**Inhalers, Epi-pens, Diabetic medications: Please indicate if the student is capable of and has been instructed in the proper method of self-administration of the medicine and is prescribed by you to carry his/her medication on their person:

Signature of physician or dentist

Business Address

PRINT physician or dentist's name

Business phone & Fax number

You may fax to a specific campus nurse at: LHE: 512-379-3256, BBE: 512-260-4410, RSE: 512-260-4460, LHI: 512-379-3210, LHJH: 512-379-3310, LHHS: 512-260-5510

MEDICATION POLICY

1. Prescription medications should be given **at home** in the mornings so that your student is comfortable and ready to start the school day. Most prescription meds are given 2- 3 times a day, **at home before school**, and /or at home after school and at bedtime. If additional doses are **prescribed by your physician**, medications may be administered at school with a parent's written request (attached) expressing the need for such medication at school and the parent provides the medication.
2. Non-prescription medications (OTC) must be in the **original container**. The dosing direction on the OTC packaging regarding age, amount and frequency of medication administered will be strictly followed. **OTC medications taken on a "daily" basis (pain relievers, allergy medication etc.) need to be taken at home before school so your child will be prepared to have a successful day with the least amount of interruptions.** Requests to alter the dosage, frequency or length of time recommended (most, no more than 7 days) of the medications to be administered must be accompanied by a **physician's order** stating the dosage of medication to be given and that it is necessary to administer an alternative dosage **at school**.
3. Prescription medications (this includes samples) must be in the original container, properly labeled with that student's name, medication name, dosing instructions and prescribing date. Prescription must be ordered by a physician licensed to practice in the United States.
4. Medications must be stored in the locked medications cabinet in the school health clinic and administered by Health Services personnel or other trained school employees. It is the students responsibility (if age appropriate) to come to the School Health Clinic at the appropriate time to take their medication.
5. **Narcotic pain relievers**/Hydrocodone combination products (Lortab, Vicoprofen, Norco) will not be administered in the school setting. Pain requiring Narcotics for relief should be dealt with at home where your student will be safe and can obtain adequate rest to assist with healing.
6. Parents/guardians must deliver and pick up all medications that are controlled substances to/from the school clinic. Controlled substances should not be transported by students and will be counted by the campus nurse upon receiving them and the count will be documented. The parent is responsible for obtaining these medications from the campus nurse at the end of the school year to avoid discarding.
7. A student will be allowed to self-administer inhaled asthma medication, an Epi-pen, or diabetes treatments if the following conditions have been complied with:
 - a. Written permission from the physician allowing the student to self-medicate or treat.
 - b. Parent and Student understand the school's inability to monitor the student's health condition during the school day while self- medicating or treating.
 - c. The student complies with all campus safety policies.
 - d. Students will be responsible for possessing their own inhalers, Epi-pens or diabetic equipment / supplies during school hours and at after school activities.
8. Health Services personnel will properly dispose of any medication remaining after the close of the school year.
9. No District employee shall administer herbal substances, anabolic steroids or dietary supplements of any type except: *"Herbal substances or dietary supplements may be administered as prescribed by the physician, provided by the parent, and only if required by the Individual Education Program or Section 504 plan of a student with disabilities"*. Dietary Supplements and herbal substances are not FDA approved.

The Nurse Practice Act; Texas Administrative Code, Section 217.11, states that the Registered Nurse and the Licensed Vocational Nurse have the responsibility and authority to refuse to administer medications that, in the nurse's judgment, are contra-indicated for administration to that student.