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# Training Requirements - WHO & WHAT:

- Designated Employees:
- School Secretary Job Description (including Finance, Lunch): Assists students, as necessary, with emergency, medical, hygienic, and illness issues by reviewing and following medical record information, administering minor first aid, and contacting parents or professional medical personnel.
- Special Education Teachers/Paraprofessionals
- Health Aides 10 hrs at each elementary
- Teachers as needed as per medical condition.
- Other willing school personnel.
- Training must be completed on work time.

By completing the online portions in Vector Safe Schools Training, the hands-on time with the RN to pass off the skill is greatly reduced, plus the information is consistent school to school and nurse to nurse.

Annually:

- Medication Administration Basics
- Medication Administration: Epinephrine Auto-injectors
- Medication Administration: Glucagon
- Health Emergencies: Asthma Awareness
- Health Emergencies: Life Threatening Allergies
- Health Emergencies: Diabetes Awareness
- Health Emergencies: Seizures
  
- Every 2-3 years or if new: Bloodborne Pathogen Exposure

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## Medication Policy General Information:

- We do not consider requests to administer "natural remedies", herbs, vitamins, dietary supplements, homeopathic medicines, "enhancement" pills, and/or medication from other countries.
- It is the parent's responsibility to update medication authorization forms.
- The medication must be delivered to the school by the parent/guardian in the original pharmacy-labeled, or manufacturer's container if over-the-counter, where it will be counted, recorded, and placed in a cool, dry, locked unit for safe keeping. For medication that requires refrigeration, a lockbox may be placed within the refrigerator.
- A daily medication log for each student receiving medication which documents each dose, date, time given and signature or initials of the person giving the medication must be maintained as a part of the permanent health record.
  - If an error occurs or problems are encountered in medication administration, an Incident Report shall be filled out by the authorized personnel, reported to the principal, the parent, the prescribing health care provider when needed, and directed to the school nurse.
- School authorized personnel who provide or receive training and act in good faith are not liable in any civil or criminal action. Authorized personnel cannot be held liable for adverse reactions suffered by the student after administering the medication as prescribed; nor can be held liable for being unable to administer the medication (not available, discrepancies between parent & health care provider authorizations, student refuses).

# Medication Policy Self-Carry/Admin Info:

Washington County School District will allow a student to keep medication in his/her possession and to self-administer non-narcotic medications. The following criteria must be met:

Prescription or non-prescription asthma inhalers, diabetes medication, or epinephrine auto-injectors

- ✓ Complete/signed Medication Self-Administration Authorization Form which
- ✓ Denotes that it medically necessary for the student to carry and he/she is capable and responsible for possession and administration.

For secondary students only (grades 6-12):

Consideration will be given to allow the students to carry/self-administer one dose of an easily identified prescription medication, or non-prescription over-the-counter medication, with the exception of syrups (typically used to treat coughs or colds).

- ✓ A signed statement from the parent authorizing their child to carry and self-administer must be submitted to the principal/designee.
- ✓ Denoting all required info (name of med, student is capable and responsible...)

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## Medication Policy – Other Meds at School

- The district's consulting physician authorizes the administration of specific over-the-counter medications such as acetaminophen, ibuprofen, topical ointments, and emergency medications, such as naloxone and epinephrine.
- Parents/guardians may then request non-prescription drugs such as acetaminophen or ibuprofen be dispensed by school personnel to the student.
- School personnel must receive parental consent by phone call EACH TIME a student requests routine over the counter medications.
- Students shall be permitted to possess and self-apply, or have assistance applying, FDA approved sunscreen without a parent's or health care professional's authorization form.