

MCS Medication Procedures

Medication Procedures: Students are not permitted to have either prescription or over-the-counter (OTC) medications in their possession during the school day, on the school bus, or during school-sponsored activities. All medications must be securely stored in the school clinic in accordance with ABN guidelines. Exceptions to this rule are made for medications used to treat medical emergencies only after proper consent is received from the medical provider, parent/guardian, and school nurse.

Medication Forms: Both prescription and OTC medications require a Parent/Prescriber Authorization (PPA) form each year. Please ensure that the PPA form matches the pharmacy label for prescription medications and the manufacturer's label for OTC medications. This form is available from your school nurse or on the Madison City Schools Website under Health Services.

Delivery Of Medication: All prescription medication must be in a current, pharmacy-labeled prescription container. All OTC medications must be in an unopened (sealed), manufacturer-labeled container and identified with the student's name written in permanent ink. The parent/ guardian or parent-designated responsible adult (not the student) should deliver to the school. Medications brought to the school by a student can not be accepted or given.

Acceptance Of Medication: Upon ensuring that the medication matches the completed and signed PPA form, both the parent/guardian and nurse will sign the Medication Administration Record (MAR) to verify the amount of medication received or retrieved. If medication is approved to be self-carried, a Student Keep on Person form will be completed at this time.

Over-the-Counter (OTC) Medication: Ibuprofen (Advil or Motrin) and Acetaminophen (Tylenol) may be administered according to the dosing scale on the manufacturer's package without a physician's signature. The PPA must be completed - to include weight for dosing purposes, be signed by the parent/guardian, and must include a specific reason for the need and administration of the medication. **If this medication will be needed at school for more than a two week period, a physician's signature will be required. All other OTC medications require a provider's signature.**

Emergency Medication: A student may carry his/her emergency medication on his/her person for self-administration with proper authorization on the school PPA and a demonstration of proper administration to the nurse.

Expired Medication: The school nurse will begin notification of expiring medication to the parent/guardian or authorized adult two to four weeks prior to the medication expiration date. Expired medication must be picked up by the expiration date. If the medication is not picked up within this time frame, medication will be destroyed in accordance with federal and state guidelines.

End Of School Year: The parent/guardian or authorized adult must pick up all medications on or before the last day of classes or the medications will be destroyed. Medications cannot be kept at the school between the end of the regular school year and the start of summer school.

CBD and Medical Marijuana Products:

Alabama state law does not permit the storage or administration of either product on school grounds. Should your child need this medication during the school day, a parent or legal guardian must check the child out from school, take them off of school property for administration, and then check them back in to school.

Field Trips: For extended or overnight field trips, if medications must be given that are typically not given during the school day, a School Medication Prescriber/Parent Authorization Form (PPA) will be required. The PPA must be completed for each medication. Also, the completed PPA and medication must be delivered to the school nurse no later than one week prior to the trip/event or on designated medication drop-off date(s). Medication or paperwork cannot be accepted on the day of the trip.

Students who require special health procedures daily and/or emergency management of their specific health condition may not be excluded from participation in the field trip. The student's parent/guardian or authorized adult may accompany the student, *if they desire*, to provide medication or care needed. If a parent/guardian or authorized adult does not desire to attend, Health Services will determine appropriate staff based on the student's health needs.

Only emergency and prescription medications are routinely taken on off-campus, school day field trips. If your child will need an over-the-counter medication to accompany him/her, please advise your school nurse when dropping off the medication.

Summer Programs: The parent/guardian or authorized adult must bring in medication with completed medication forms on the first day of any of the summer programs and pick up the medication on or before the last day. Medications cannot be kept at the school when the student is not attending.