

## **Student Medication Policy**

Adopted: 03/01/2005

Modified: 03/05/2022

Last review: 3/05/2022

### **1 Purpose**

2 The purpose of this policy is to set forth the provisions that must be followed when administering  
3 nonemergency prescription medication to students at school.

### **4 Policy**

5 The school district acknowledges that some students may require prescribed drugs or medication during  
6 the school day. Medication will be administered in accordance with law and school district procedures if  
7 students are in attendance at the MNOHS office.

### **8 Definitions**

9 A. "Parent" is defined as the legal parent or guardian of a student under the age of 18. Students age  
10 18 or older meet the definition of parent for themselves.

### **11 Requirements**

- 12 A. The administration of prescription medication or drugs at school requires a completed signed  
13 request from the student's parent. An oral request must be reduced to writing within two school  
14 days, provided that the school district may rely on an oral request until a written request is  
15 received.
- 16 B. An "Administering Prescription Medications" form must be completed annually (once per school  
17 year) and/or when a change in the prescription or requirements for administration occurs.
- 18 C. Prescription medication must come to school in the original container labeled for the student by a  
19 pharmacist in accordance with law, and must be administered in a manner consistent with the  
20 instructions on the label.

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- 21 D. The school may request to receive further information about the prescription, if needed, prior to  
22 administration of the substance.
- 23 E. Prescription medications are not to be carried by the student, but will be left with the appropriate  
24 school district personnel. Exceptions to this requirement are: prescription asthma medications  
25 self-administered with an inhaler (See Part J.5. below), and medications administered as noted in  
26 a written agreement between the school district and the parent or as specified in an IEP  
27 (individualized education program), Section 504 plan, or IHP (individual health plan).
- 28 F. The school must be notified immediately by the parent in writing of any change in the student's  
29 prescription medication administration. A new medical authorization or container label with new  
30 pharmacy instructions shall be required immediately as well.
- 31 G. For drugs or medicine used by children with a disability, administration may be as provided in the  
32 IEP, Section 504 plan or IHP.
- 33 H. The counselor, or other designated person, shall be responsible for the filing of the Administering  
34 Prescription Medications form in the health records section of the student file. The counselor, or  
35 other designated person, shall be responsible for providing a copy to school personnel designated  
36 to administer the medication.
- 37 I. Procedures for administration of drugs and medicine at school and school activities shall be  
38 developed in consultation with a school nurse, a licensed school nurse, or a public or private  
39 health organization or other appropriate party (if appropriately contracted by the school district  
40 under Minn. Stat. § 121A.21). The school district administration shall submit these procedures  
41 and any additional guidelines and procedures necessary to implement this policy to the school  
42 board for approval. Upon approval by the school board, such guidelines and procedures shall be  
43 an addendum to this policy.
- 44 J. Specific Exceptions:
- 45 1. Special health treatments and health functions such as catheterization, tracheostomy  
46 suctioning, and gastrostomy feedings do not constitute administration of drugs and  
47 medicine;
- 48 2. Emergency health procedures, including emergency administration of drugs and medicine  
49 are not subject to this policy;



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78 administer the medication. The parent or guardian must submit written authorization for  
79 the student to self-administer the medication each school year. The school district may  
80 revoke a student's privilege to possess and use nonprescription pain relievers if the school  
81 district determines that the student is abusing the privilege. This provision does not apply  
82 to the possession or use of any drug or product containing ephedrine or pseudoephedrine  
83 as its sole active ingredient or as one of its active ingredients. Except as stated in this  
84 paragraph, only prescription medications are governed by this policy.

- 85 8. At the start of each school year or at the time a student enrolls in school, whichever is  
86 first, a student's parent, school staff, including those responsible for student health care,  
87 and the prescribing medical professional must develop and implement an individualized  
88 written health plan for a student who is prescribed nonsyringe injectors of epinephrine that  
89 enables the student to:

- 90 a. possess nonsyringe injectors of epinephrine; or  
91 b. if the parent and prescribing medical professional determine the student is unable  
92 to possess the epinephrine, have immediate access to nonsyringe injectors of  
93 epinephrine in close proximity to the student at all times during the instructional  
94 day.

95 The plan must designate the school staff responsible for implementing the student's health  
96 plan, including recognizing anaphylaxis and administering nonsyringe injectors of  
97 epinephrine when required, consistent with state law. This health plan may be included in  
98 a student's § 504 plan.

- 99 **Legal References:** Minn. Stat. § 13.32 (Student Health Data)  
100 Minn. Stat. § 121A.21 (Hiring of Health Personnel)  
101 Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)  
102 Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic  
103 Students)  
104 Minn. Stat. § 121A.222 (Possession and Use of Nonprescription Pain Relievers by  
105 Secondary Students)

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- 106                   Minn. Stat. § 121A.2205 (Possession and Use of Nonsyringe Injectors of  
107                   Epinephrine; Model Policy)  
108                   Minn. Stat. § 151.212 (Label of Prescription Drug Containers)  
109                   20 U.S.C. § 1400 et seq. (Individuals with Disabilities Education Improvement Act  
110                   of 2004)  
111                   29 U.S.C. § 794 et seq. (Rehabilitation Act of 1973, § 504)
- 112    **Notes:**                   The statutes do not regulate administration of drugs and medicine for students age  
113                   18 and over or other nonprescription medications. §121A.22 does not require  
114                   school districts to apply the administration of medication rule to drugs or medicine  
115                   used off school grounds, drugs or medicines used in connection with athletics or  
116                   extra-curricular activities, and drugs and medicines that are used in connection  
117                   with activities that occur before or after the regular school day.
- 118    **Cross References:**    MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)