

BEDMINSTER TOWNSHIP SCHOOL

AUTHORIZATION FOR OVER-THE-COUNTER MEDICATIONS (OTC) DURING SCHOOL HOURS

Student Name: _____ Date of birth: _____ Grade: _____

Parent/Guardian Name: _____

Home Address: _____

Parent/Guardian Phone: Home: _____ Cell: _____ Work: _____

I request that my child be administered the following OTC medication(s) by the school nurse if needed throughout the current school year as directed by my child's medical provider below. I have read the reverse side of this form and understand and assume the responsibilities as required. Medication authorization forms are effective for the school year in which the order was written. New forms must be submitted each school year.

Parent/Guardian Signature: _____ Date: _____

This section for completion by Licensed Medical Provider:

Licensed Medical Provider **Name:** _____

Address: _____

Phone: _____

Provider's Stamp: *(Must be present to validate order)*

The Following OTC Medications will be stocked in the school health office. Medications not listed must be supplied by the parent/guardian and hand delivered to the school nurse.

Acetaminophen (liquid) (160 mg/5 ml), Acetaminophen/Children's Tylenol melt-away tabs (80 mg/tab & 160 mg/tab), Acetaminophen/Tylenol Regular strength (325 mg/tab), Ibuprofen liquid (100mg/5 ml) Ibuprofen/Motrin Junior Strength (chewable tabs) (100 mg/tab) Ibuprofen/Advil (200 mg/tab), Diphenhydramine Hydrochloride/Benadryl liquid (12.5 mg/5 ml), and Diphenhydramine HCL/Benadryl tablets (25 mg/tab)

MEDICATION: _____ **Route:** _____ **Dosage:** _____

Frequency: _____ **Reason for use/signs & symptoms:** _____

List side effects and/or contraindications: _____

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Frequency: _____ **Reason for use/signs & symptoms:** _____

List side effects and/or contraindications: _____

Provider's Signature: _____ **Date:** _____

Medication(s) supplied by parent: _____ Expiration date(s): _____

ADMINISTRATION OF MEDICATION

The Board of Education disclaims any and all responsibility for the diagnosis and treatment of the illness of any pupil. At the same time, the Board recognizes that a pupil's attendance may be contingent upon the timely administration of medication duly prescribed by a physician. **The Board will permit the dispensation of medication in school only when the pupil's health and continuing attendance in school so require and when the medication is administered in accordance with this policy.**

No medication will be administered to pupils in school except by the school physician, a certified or noncertified school nurse, a substitute school nurse employed by the district, or the pupil's parent(s) or legal guardian(s). Medication must be delivered to the school nurse by the pupil's parent(s) or legal guardian(s). The medication must be brought to the school nurse in the original container labeled by the pharmacy or physician. Written orders signed by the pupil's private physician or an advanced practice nurse for the use of a pre-filled single dose auto-injector mechanism containing epinephrine, must be provided stating the name of the medication, the purpose of its administration to the specific pupil for whom it is intended, its proper timing and dosage, its possible side effects, and the time when its use will be discontinued. If written orders for use of a pre-filled single dose auto-injector mechanism containing epinephrine are provided, the orders must say the pupil requires the administration of epinephrine for anaphylaxis and does not have the capability for self-administration of the medication. These written orders must be reviewed by the school physician prior to school approval for self-administration of any medication. The school physician may also issue standing orders to the school nurse regarding the administration of medication. Medication no longer required must be promptly removed by the parent(s) or legal guardian(s).

The school nurse shall have the primary responsibility for the administration of a pre-filled single dose auto-injector mechanism containing epinephrine. However, the certified school nurse may designate, in consultation with the Board or the Superintendent, another employee of the district trained by the certified school nurse in accord with the "Training Protocols for the Implementation of Emergency Administration of Epinephrine" issued by the New Jersey Department of Education, to administer the pre-filled single dose auto-injector mechanism containing epinephrine when the school nurse is not physically present at the scene. The pupil's parent(s) or legal guardian(s) must consent in writing to the designated person if applicable. In addition, the parent(s) or legal guardian(s) must be informed that the school district has no liability as a result of any injury arising from the administration of a pre-filled single dose auto-injector mechanism containing epinephrine, and the parent(s) or legal guardian(s) must sign a statement that shall indemnify and hold the district and employees harmless against any claims arising from the administration of a pre-filled single dose auto-injector mechanism containing epinephrine. The permission for the emergency administration of epinephrine via a pre-filled single dose auto-injector mechanism containing epinephrine to pupils for anaphylaxis is effective for the school year it is granted and must be renewed for each subsequent school year.

A pupil is only permitted to self-administer medication for asthma or other potentially life-threatening illnesses.

The school shall have and maintain for the use of pupils at least one nebulizer in the office of the school nurse. Every pupil that is authorized to use self-administered asthma medication pursuant to N.J.S.A.18A:40-12.3 or a nebulizer must have an asthma treatment plan prepared by the pupil's physician which shall identify, at a minimum, asthma triggers, the treatment plan and other such elements as required by the Department of Education.

All pupil medications shall be appropriately maintained and secured by the school nurse, except those medications to be self-administered by pupils. In those instances the medication may be retained by the pupil with the prior knowledge of the school nurse. The school nurse may provide the Principal and other teaching staff members concerned with the pupil's educational progress with such information about the medication and its administration as may be in the pupil's best educational interests. The school nurse may report to the school physician any pupil who appears to be affected adversely by the administration of medication and may recommend to the Principal the pupil's exclusion pursuant to law.

The school nurse shall document each instance of the administration of medication to a pupil. Pupils self-administering medication shall report each incident to a teacher, coach or other individual designated by the school district to be in charge of the pupil during school activities. Such individuals shall report such incidents to the school nurse within twenty-four hours of the self-administration of medication. The school nurse shall preserve records and documentation regarding the self-administration of medication in the pupil's health file.