

ADMINISTERING MEDICINES TO STUDENTS

I. GENERAL POLICY STATEMENT

This policy is adopted pursuant to O.R.C. Section 3313.713. It is not intended to address situations governed by O.R.C. Section 2305.23 (liability for emergency care), O.R.C. Section 2305.231 (immunity for certain medical practitioners and nurses who volunteer services to school athletic programs), or O.R.C. Section 3313.712 (emergency medical authorization for children under school authority when parent(s)/ guardian(s) cannot be reached).

II. DEFINITIONS

For the purpose of this policy:

- A. "Federal law" means the Individuals with Disabilities Education Act, 20 U.S.C. 1401 et seq., as amended.
- B. "Prescription drugs" mean drugs described in O.R.C. Section 4729.02 administered pursuant to the instructions of the prescribing, licensed physician, whether or not required by law to be sold only upon a prescription.

III. AUTHORIZATION

The following persons are designated by the Board as authorized to administer prescription drugs to students in accordance with the terms of this policy:

- A. Principals or other designated employees who have received the training required in O.R.C. 3313.713)
- B. Building Nurses.
- C. Special Education teachers whose training qualifies them for such a function with respect to special education students in their charge.

In no event will an employee who, on the basis of religious convictions, objects to administering drugs to students be required to do so.

IV. PROCEDURAL REQUIREMENTS

- A. No prescription drugs shall be administered to students by any Board-designated employee, under federal law or pursuant to this policy, until all of the following occur:
 - 1. The Board, or the person designated under Part III above, receives a written request, signed by the student's parent/guardian, that the drug be administered to the student.
 - 2. The Board, or the person designated under Part III above, receives a statement, signed by the prescribing physician that includes all of the following:
 - A. The student's name and address.
 - B. the school and class in which the student is enrolled.

- C. The name of the drug and the dosage to be administered.
- D. The times or intervals at which each dosage of the drug is to be administered.
- E. The date administration of the drug is to begin.
- F. The date administration of the drug is to end.
- G. Any severe adverse reactions that should be reported to the physician and one or more telephone numbers at which the physician can be reached in an emergency.
- H. Any special instructions for administration of the drug, including sterile conditions and storage.

3. The student's parent/guardian agrees to submit a revised statement signed by the prescribing physician to the Board, or the person designated under Part III above, if any information provided by the physician changes.

4. The person who administers the prescription drug receives a copy of the statement required by 2 and 3 above.

5. The person who administers the prescription drug received the drug in the container in which it was dispensed by the prescribing physician or a licensed pharmacist.

B. Accurate records must be kept of all prescription drugs administered to students by school personnel. Copies of statements acquired under A, 1-3 above are to be retained.

C. The building Principal (or the Principal's appointed designee) shall establish a location in the building for the storage of prescription drugs administered under federal law or this policy. Such drugs shall be stored in a locked place, except that drugs that require refrigeration may be kept in a refrigerator in a place not commonly used by students.

V. SHIELD AGAINST LIABILITY

Consistent with O.R.C. Section 3313.713 no person authorized by this policy to administer prescription drugs to students, and who has a copy of the most recent statement required under Part IV, A, 2-3 above prior to administering the drug, shall be liable in civil charges for administering or failing to administer the drug, unless such person acts in a manner constituting gross negligence or wanton or reckless misconduct.

Epinephrine Autoinjector (EA)

As mandated by Section 3313.7110 of the Revised Code, this policy is intended to create a framework for accommodating individuals with undiagnosed life-threatening allergies (anaphylaxis).

The district will obtain a prescriber-issued protocol specifying definitive orders for epinephrine autoinjector and dosages of epinephrine to be administered through them. This prescriber shall be a licensed health care professional authorized to prescribe drugs, as defined in section 4729.01 of the Revised Code.

Procurement

The school district may procure epinephrine autoinjectors through purchase or may accept donations of epinephrine autoinjectors from a wholesale distributor of dangerous drugs or a manufacturer of dangerous drugs, as defined in

section 4729.01 of the Revised Code. The district may accept donations of money to purchase epinephrine autoinjectors.

Location, Replacement and Disposal

Building level administration shall be responsible for identifying one or more locations in the school in which an epinephrine autoinjector must be stored. Epinephrine autoinjectors must be stored in a safe, secure, accessible, locked location in accordance with ORC 3313.713 that will allow for rapid, life-saving administration.

Epinephrine autoinjectors that have expired should be disposed of in a sharps container. Epinephrine autoinjectors that have been used should either be sent with emergency medical services or disposed of in a sharps container. Used and expired epinephrine autoinjectors shall be replaced in a reasonable time period.

Specifications of individuals who can provide a dosage of epinephrine to an individual in an emergency situation

Building level administration shall be responsible for identifying individuals employed by or under contract with the district board, in addition to the building nurse licensed under section 3319.221 of the Revised Code or an athletic trainer licensed under Chapter 4755 of the Revised Code, who may access and use an epinephrine autoinjector to provide a dosage of epinephrine to an individual in an emergency situation.

Identified individuals specified above, other than a building nurse or athletic trainer, must complete Board approved training based on protocol developed with the prescriber before being authorized to access and use an epinephrine autoinjector. Only trained personnel should administer an epinephrine autoinjector to a person believed to be having an anaphylactic reaction. Emergency medical services must be requested immediately after an epinephrine autoinjector is used.

Usage

Identified and trained individuals may administer an epinephrine autoinjector to students, school employees or contractors, school visitors and other individuals in the school building in an emergency situation when a person exhibits signs and symptoms of anaphylaxis on school premises during the school day. Any person that has been administered an EA injection shall be transported by EMS to the nearest emergency medical facility.

Reporting

If an (EA) is administered by a staff member other than the building nurse, the staff member shall report the administration to the building nurse as soon as feasible. The district will report each procurement of and occurrence in which an epinephrine autoinjector is used to the Ohio Department of Education per protocol.

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