

THE SCHOOL DISTRICT OF PHILADELPHIA

SECTION: 200 Pupils

TITLE: Use of Medication/
Medical Technology

ADOPTED: August 24, 2011

REVISED: December 14,
2017

210 USE OF MEDICATION/ MEDICAL TECHNOLOGY

Purpose

The School Reform Commission shall not be responsible for the diagnosis and treatment of student illness. The administration of medication or utilization of medical technology should take place at home; however, students with health problems may require medication or medical technology as defined in this policy in order to permit them to function at as close to a normal level as possible in the classroom.

Definitions

Medication - all medicines, including over-the-counter medicines prescribed by a licensed prescriber and executed on a medical consent form by the parent and licensed prescriber.

Medical technology - suction, oxygen, or other types of equipment used to treat or respond to a student's medical condition.

Licensed prescribers - licensed physicians (M.D. and D.O.), podiatrists, dentists, optometrists, certified registered nurse practitioners and physician assistants.

Authority

The SRC directs all district employees to comply with the Pennsylvania Department of Health's Guidelines for Pennsylvania Schools for the Administration of Medications and Emergency Health Care.

Before any medical technology may be utilized and before any medication may be administered to or by any student during school hours or during school related activities, the SRC shall require the written request of the parent/guardian, giving permission for such administration, and the written order of the licensed prescriber.[\[1\]](#)

Delegation of Responsibility

The Superintendent or designee, in conjunction with the Office of School Health Services, shall develop administrative procedures for the administration and self-administration of students'

medications and use of medical technology.

All medications and/or use of medical technology shall be administered by the Certified School Nurse, or in the absence of the Certified School Nurse by other licensed school health staff (RN, LPN), except as otherwise noted in this policy or the Administrative Procedure.

In the event of an emergency, any district employee may administer emergency care, first aid or rescue when s/he believes, in good faith, that a student needs emergency care, first aid or rescue.[2]

The policy and administrative procedures for administration of medications and use of medical technology shall be reviewed, at least every two (2) years, by a committee consisting of the School Health Coordinator, Certified School Nurse, school physician and designated administrators, and revised as necessary.

Mandatory Regulatory Procedures

The district shall inform all parents/guardians, students and staff about the policy and administrative procedures governing the administration of medications and use of medical technology.

All standing medication orders and parental consents shall be renewed at the beginning of each school year.

Student health records shall be confidential and maintained in accordance with state and federal laws and regulations, the Department of Health Guidelines, and SRC policies and administrative procedures.[3][4]

Students may possess and use asthma inhalers, epinephrine auto-injectors and other emergency medications in accordance SRC policy.[5]

The administration of medication or utilization of medical technology shall be consistent with the school health program established by the SRC and, where applicable, any accommodations outlined in a student's Individualized Education Plan (IEP) or Section 504 Service Agreement.[7][8]

Delivery and Storage of Medications and Medical Technology

Procedures shall be developed for the delivery and storage of Medication and Medical Technology specifying:

1. Procedures for delivering to District facilities for storage.
2. The appropriate manner of storage and the supply on hand.
3. District approved forms for delivery and storage.
4. Procedures for proper record keeping.

Disposal of Medications

Procedures shall be developed for the disposal of medications consistent with the Department of Health Guidelines, which shall include:

1. Guidelines for disposal of contaminated needles or other contaminated sharp materials immediately in an appropriately labeled, puncture resistant container.
2. Processes for immediately returning to parents/guardians all discontinued and outdated medications, as well as all unused medications at the end of the school year.
3. Methods for safe and environmentally friendly disposal of medications.
4. Proper documentation of all medications returned to parents/guardians and for all medications disposed of by the Certified School Nurse or other licensed school health staff. Documentation shall include, but not be limited to, date, time, amount of medication and appropriate signatures.

Administration of Medication/Medical Technology During Field Trips and Other School-Sponsored Activities

The district directs planning for field trips and other school-sponsored activities to start early in the school year and to include collaboration between administrators, teachers, nurses, appropriate parents/guardians and other designated health officials.[6]

Decisions regarding administration of medication/medical technology during field trips and other school-sponsored programs and activities shall be based on the student's individual needs.

Legal References:

1. 22 PA Code 12.41; 0

2. 42 Pa. C.S.A. 8337.1

3. 24 P.S. 1409 4.

Pol. 216

5. Pol. 210.1

6. Pol. 121

7. Pol. 103.1

8. Pol. 113

Related Information:

24 P.S. 510

24 P.S. 1401

24 P.S. 1402

24 P.S. 1414.1

Philadelphia Home Rule Charter - 12-300

55 PA Code 3270.133

Pennsylvania Department of Health Guidelines for Pennsylvania Schools for the Administration of Medications and Emergency Care, March 2010