



POLICY

RHODE ISLAND SCHOOL FOR THE DEAF BOARD OF TRUSTEES

MEDICATION SELF-ADMINISTER POLICY FOR OFF-SITE SCHOOL-SPONSORED ACTIVITIES AND OVERNIGHT TRIPS INCLUDING SPORTS

The protocol for secondary level students (middle school and high school) to self-administer prescription medication, including a controlled substance, shall include the following:

- All medication is to be stored in its original prescription-labeled container
- A licensed health-care provider's written order shall be provided for each medication.
- A written parent authorization shall be obtained and verified by the school nurse.
- A student shall be prohibited from sharing, transferring, or in any way diverting his/her own medication(s) to any other person.
- The student will verify with their signature that they are in agreement with not sharing medication and will take it at the appropriate time as indicated by the provider and the parent.
- The nurse will confirm that all parts of the self-administered form are complete, including provider authorization, parent authorization, and student acknowledgement.
- All medication must be brought to the nurse by an adult. Medicine is not to be brought in by a student or transported on the bus.
- Staff will be assigned to open the lock box for the appropriate student at the appropriate time and on the appropriate date.
- A Self-Medication Witness log will be kept. This ensures that staff saw the student self-administer their medication. A second staff member, when available, will sign they also witnessed.
- The Self-Medication Witness log will be maintained indicating time, witness, and location of administration. No non-nursing staff will administer medication.
- No school staff member shall be liable for civil damages which may result from acts or omissions which may constitute ordinary negligence when a student self-administers his or her own medication(s) in accordance with these rules and regulations.
- Immunity does not apply to gross acts of negligence or willful conduct on the part of the staff member who is responsible for witnessing the medication.

- All components of the parent, school nurse, and licensed prescribing health care provider portions must be received before a student is able to self-administer.
- It is written on the first page of the AUTHORIZATION FOR STUDENTS TO SELF-CARRY at OFF-SITE ACTIVITIES AND OVERNIGHT TRIPS INCLUDING SPORTS (for middle and high school students only) that ** medication is brought to school by the parent or trusted adult and given to the nurse. Medication is kept in a lock box and opened by assigned staff at the appropriate time for the student to self administer. The school director shall be informed of such an agreement.
- If the student is deemed unable to demonstrate responsibility to self-administer their medication, an agreement will be entered into wherein the school nurse and parents will arrange for the student's needs to be met either through an agency nurse or a parent.
- Any student who demonstrates an inability to act in a responsible manner with his or her medication shall have self-administer privileges removed immediately.

The protocol regarding medication for elementary level students requiring medication while on a school-sponsored activity off-site, including a controlled substance, shall include the following:

- All medication must be brought to the nurse by an adult. Medicine is not to be brought in by a student or transported to school on the school bus.
- The school nurse, school nurse substitute, or the student's parent will accompany the student on the field trip/ school activity and be responsible for administering the medication. Elementary students will not be permitted to self-administer.
- All medication is to be stored in its original prescription-labeled container
- A licensed health-care provider's written order shall be provided for each medication.
- A written parent authorization shall be obtained and verified by the school nurse.
- A student shall be prohibited from sharing, transferring, or in any way diverting his/her own medication(s) to any other person.

Original Policy 1/5/15

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