

Just as a Reminder:

Medication Management in School Guidelines:

Whenever possible, the parent or legal guardian should make arrangements so that it is not necessary for school personnel to administer a medication to a student. However, there are cases when a student's health could be compromised by not getting medication during school hours. When sending any prescription or nonprescription medication to school each year, parents must send:

1. Written parent permission (Medication Administration Form) authorizing school personnel to administer medication during school hours.
2. A written order from the physician (Medication Administration Form) indicating the necessity of any (prescription or over-the counter) medication, including dose and how often it can be given. The physician may fax the order to the school at **320.217.6318**.
3. **Only** medication supplied in the original labeled bottle/package will be administered. For prescription medication, the pharmacist can supply a duplicate labeled container so one can be kept at home and one can be kept at school. Each container should have the phone number of the pharmacy, student's name, physician's name, medication's name, dosage, time to be given, and route (oral, inhaled, etc.). **
4. For the safety of all students and required school bus protocol; parents are **required** to bring their child's medication to the school health office directly.
5. Medications are stored and will be administered within the Health Service Office.

***Exceptions: are students who may carry an asthma inhaler or an Epi-Pen and the following is then required: a. A written doctor's order and written parental permission for student to "self-carry". b. The student must demonstrate to the school nurse competency in administration. Other special requests may be discussed with the School Nurse.

****This includes Tylenol, vitamins, supplements, oils, and any other alternative/natural medicines as well as over the counter remedies.**

If you have further questions, please contact the Health Office at 320-230-5340 ext 6945

Thank you,

Myra Schrup, RN/LSN & Amy Opatz, Health Assoc.

