



LACORDAIRE ACADEMY

Medication Administration Policy

Medication should be given at home whenever possible. New Jersey Law forbids any nurse to dispense medication without a written physician's order. This includes prescription and over-the-counter medications. However, if a medication must be administered by the school nurse during school hours (*prescription or over-the-counter*), proper authorization must be provided to the school, which is as follows:

Written permission using Lacordaire Academy's **Medication Consent Form** that both parent/guardian and the students' licensed Healthcare Provider (physician or nurse practitioner) must complete, *which is valid only until the last day of each school year*. In addition, the medication must be brought to school by the parent/guardian and must be in its **pharmacy labeled container** with the student's name on it. (Please ask your pharmacist to label 2 containers – one for home and one for school.) Non-prescription medications must be in the original labeled container. If the medication is sent to school in other types of containers, the nurse is not allowed to administer the medication and the parent will be called.

Students who carry medication in school violate the school policy and are subject to disciplinary action. Students are not allowed to self-administer medications at school with the exception of inhalers and Epi-pen, and then only if written authorization for this self-administration is provided by the parent/guardian and the student's healthcare provider.

At the end of the school year, medication still in the health office must be picked up by a parent/guardian or it will be discarded.

Over-the-Counter Medication

A physician/parental request for **Over-the-Counter (OTC) Medication Form** is available for Tylenol, Ibuprofen, Benadryl, Cough Drops, Tums and Calamine Lotion. This form **MUST** be completed, signed by parent and physician and returned to the nurse **before** any OTC medicine can be given at school.

Asthma and Allergies

New Jersey Law requires students with asthma to have an **Asthma Treatment Plan** on file with the School Nurse. For students to carry their inhaler in school, your Health Care Provider must check off approval at the bottom of the PACNJ Asthma Treatment Plan and parent/guardian must sign permission for student to carry their inhaler in school on page 2 of the Asthma Treatment Plan. The PACNJ Asthma Treatment Plan is the only written plan approved by the New Jersey Department of Health and Senior Services as meeting the requirements of the New Jersey Law.

If your child's physician has prescribed Benadryl or an Epi-Pen/Adrenaclick/Auvi-Q for your child, the **Life Threatening Allergy Action Plan** must be completed by the child's physician and signed by parent/guardian. This information will help to service your child in the event of a life threatening allergic emergency.

Medication on Field Trips

Please review the following options regarding field trips and school nurse administered medication. The options are necessary because New Jersey law states that only parent/guardian, school nurse or substitute nurse can administer medication to students.

- Parent/guardian may accompany the student and give the needed medication.
- Parent/guardian can meet the student during the field trip and give the medication.
- Adjust the time the medications is to be given; i.e., before the field trip, after the trip, or before and after the trip, as the student's physician requires.
- An agreement by the student's parent/guardian, physician and teacher that the medication can be omitted that day.
- **If the student has a potentially life-threatening illness, i.e., asthma and cannot self-administer his/her own medication, a parent/guardian will need to accompany the student.**
- If a student has an epinephrine auto-injector (Epi-Pen/Adrenaclick/Auvi-Q) in order to treat a potentially life-threatening allergic reaction, a **trained designee** can accompany a student on the trip, in accordance with state law.

Please note, all medical forms are available in the Health Office or online at <http://lacordaireacademy.com/health-office/>