

Administration of Prescription Medications

P5503

The Westford Public Schools shall follow the Medication Administration Protocol from the Massachusetts Department of Public Health Regulation 105 CMR 210.000. The Head Nurse shall adapt, without changing the context, this protocol to make it relevant to the Westford Public Schools. This adaptation shall be approved by the Massachusetts Department of Public Health. A notebook containing all school health policies, regulations, protocols, and forms will be available in each school nurse's office.

The school nurse *will be* the only person allowed to administer medication to students in the Westford Public Schools *except in the following situations*:

Field Trips and Short-term School Events

If the Head Nurse of the Westford Public Schools applies to the Massachusetts Department of Health and is granted approval for the Westford Public Schools, a school nurse may delegate unlicensed school personnel, with proper training, to administer prescription medication to students while on field trips and short-term special school events.

Emergency Situations

If the Head Nurse of the Westford Public Schools applies to the Massachusetts Department of Health and is granted *registration* for the Westford Public Schools, a school nurse may *train* unlicensed school personnel to administer epinephrine to students in an emergency situation and when a school nurse is not immediately available.

A student may self administer his/her own medication after the student's physician has determined that necessary safety, informational and legal requirements are satisfied and such determination has been communicated to the school nurse. Self Administration means that the student is able to consume or apply medication in the manner directed by the licensed prescriber, without additional assistance or direction.

Reference

CMR 210.000, The Administration of Prescription Medications in Public and Private Schools

Westford Public Schools Regulation R5503, Medication Administration Protocol, March 2002

Revision history – Change “Nurse Leader” to “Head Nurse” throughout the document, Change lines 26 – 28 from “A student may be responsible for self administering his/her own medication after the school nurse has determined that necessary safety, informational and legal requirements are satisfied”.

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Policy Reviewed:

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WESTFORD PUBLIC SCHOOLS

Westford, Massachusetts 01886