

## **ST. MARY'S COUNTY PUBLIC SCHOOLS**

*Department of Student Services/ St. Mary's County Health Department*

### *GUIDELINES FOR PARENTS/LEGAL GUARDIANS: PRESCRIPTION MEDICATION*

The health of a child is an important factor in the learning process. Therefore, cooperation between the health department, the private medical sector, the home, and the school is essential for academic success.

In general, the administration of medication to students while they are in school is to be discouraged. Treatment schedules which allow doses to be given at times other than during school hours are preferred and encouraged. However, when in the opinion of the prescribing physician it is necessary for the student to be given medication during school hours, such medication must be administered in accordance with the following guidelines:

1. The parents/legal guardians must obtain a written order from the physician, podiatrist, nurse practitioner, physician's assistant, certified midwife or dentist, using the Parental and Physician Authorization Form (PS 109). Each school has copies of this form and they are periodically mailed to local medical facilities.
2. The parents/legal guardians must sign the parents/legal guardians consent on the back of form PS 109.
3. The parents/legal guardians should bring the completed form PS 109 to school, along with a supply of medication in the original pharmacy container. Medication may not be transported by students on the bus.
4. If a signed PS 109 form is not submitted, the school will accept a verbal order from a physician. Verbal orders may be taken by a school nurse (RN) or LPN. A written physician's order must follow and written parental consent is still required.
5. Each medication must be in the original pharmacy container clearly labeled with the child's name, the name of the medicine, directions for its administration, the name of the physician, and the date of the prescription.
6. The parents/legal guardians must submit to the school, written notification (PS 109 form) from the physician, podiatrist, nurse practitioner, physician's assistant, certified midwife, or dentist of any change in dosage or time of administration of medication, or change in the duration medication is to be given.
7. The parents/legal guardians must give the first day's dosage of any new prescription except for "prn" emergency medications.
8. The parents/legal guardians must pick up unused or discontinued medication at school. Medication not collected by the parents/legal guardians will be destroyed.

A student who brings and/or takes medication of any type without following the medication regulation is entirely the responsibility of the parents/legal guardians, or student and not that of either the school or the health department.