

## **Administration of Medication Procedures**

Administration of medications in the school setting is an important part of health services offered to students in Georgia schools. Offering this service allows many students to remain in school and participate fully in the educational process. The medication administered in schools may include:

- Regular daily medications prescribed for children with acute or chronic health conditions.
- Emergency medications, such as those prescribed for allergic reactions, asthma, seizures, and complications of diabetes.
- Medications prescribed on an “as needed” basis for pain or other mild symptoms.

## **Considerations for Medication Administration**

1. Whenever possible, all medications should be given at home, before or after school.
2. The first dose of any new medication or new dosage should be administered at home where potential side effects and adverse reactions can be monitored.

## **Packaging of Medications to be Administered at School**

1. Prescription medications should be packaged in one of the following ways:
  - In an original pharmacy issued container, pharmacy labeled legibly with the student’s name, physician’s name and contact information, medication name and strength, amount given per dose, route and time of administration, dispensing pharmacy. Whenever possible, you may ask the pharmacist to divide the required medication into two labeled containers, one for home use and one for school use.
  - Dispensed in unit-dose packs with a prescription label, as above.

## **Transportation of Medications**

1. Parent/Guardian **MUST** deliver all medications to school Clinic Personnel.
2. Medications **MUST** be accompanied by a completed parent authorization form and, if applicable, prescriber authorization.
3. Student transportation of **ANY** medications is specifically **PROHIBITED** because of the potential for bullying and sharing on the way to school.