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|  TUCSON UNIFIED SCHOOL DISTRICT GOVERNING BOARD REGULATION | POLICY TITLE: Administering Medicine to Students |
| | REGULATION CODE: JLCD-R |


Medication administration at school is a delegated request from parents. Whenever a new medication is given to a student, the school nurse or the triage nurse must be consulted and approve the giving of the medication. The principal or designee may designate staff to give medication following an orientation to the rules and guidelines for administering medication at school by the school nurse. With the exception of the self-administration and emergency administration of specific medications identified below, all medications must be administered by designated school personnel.

Prescription medications

- Board of Pharmacy approved prescription medication may be administered pursuant to the student’s personal physician’s orders or approved pursuant to the standing orders from the TUSD Medical Consultant.
- The parent is requested to bring the medication to the Health Office to ensure safe delivery.
- Each medication brought to school requires a pharmacy labeled container.
- A TUSD medication permit will be completed by the parent or guardian. Exhibit JLCD-E.
- The person administering the medication will document the time given and their initials on the TUSD Student Medication Record.
- With the exception of emergency medications (e.g., epinephrine, inhalers, naloxone hydrochloride, and glucagon), prescription medications will be kept in a locked cabinet.

Over-the-counter medications

- A physician may prescribe an over-the-counter medication
- Over the counter medication may also be given pursuant to grade specific Standing Orders issued by the TUSD Medical Consultant. If possible, verbal/written (written preferred) authorization by the parent or guardian should be obtained before administration. School Nurse needs to be consulted before administration.
- Over the counter medication must be in the original container.
- The following medications may be administered for symptomatic management of intermittent minor illnesses without a physician’s prescription for a duration of three (3) days provided the school nurse is consulted regarding advisability of giving the medication and a TUSD Medication Permit is signed by the parent or guardian:
 - an analgesic;
 - a decongestant/cough medication; and
 - an antihistamine including eye drops.

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- Administration of all medication will be documented on the TUSD Student Medication Record.

Self-administration of rescue and emergency medications

Prescription medications which have been identified by state law as being approved for self administration may be self administered by the student following receipt of written parent permission. Students whose parents have approved self-administration of prescription medication allowed by state law will consult health services to verify expectation regarding the use of the medication to determine the need for a written emergency action plan. The following prescriptions for self-administration are presently allowed by state law:

- Inhaler devices;
- Auto-injectable epinephrine (adrenalin); and
- Insulin.


Emergency response to suspected opioid overdose

TUSD employees should immediately contact 9-1-1 at the first sign of a suspected opioid-related overdose.

Any TUSD employee acting in their official capacity may administer naloxone hydrochloride (brand name Narcan) or other FDA-approved opioid antagonist to a person they believe in good faith to be experiencing an opioid-related overdose. Signs of overdose include:

- Unresponsiveness or unconsciousness;
- Slow or stopped breathing;
- Snoring or gurgling sounds;
- Cold or clammy skin;
- Discolored lips or fingernails;
- Vomiting; and
- Slow, erratic, or undetectable pulse.

A TUSD employee may administer naloxone provided by a physician, nurse practitioner, pharmacist, or other health professional, or that is received from a county health department. Any TUSD employee administering naloxone should make every effort to administer it following the instructions provided with the naloxone.

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Naloxone may only be administered to individuals who are either at least five (5) years old or greater than twenty (20) kilograms (approximately 44 pounds).

If the individual suspected of overdosing is a minor student, the TUSD employee must attempt to contact the student’s parent or legal guardian. This effort may be made after emergency administration of naloxone.

Per A.R.S. § 36-2267, any person who acts in good faith to administer an opioid antagonist to a person who is experiencing an opioid-related overdose is immune from civil liability for the consequences of their good faith efforts.

Narcotic prescriptions


TUSD Health Services discourages the acceptance/administration of narcotic medications at school as they cause extreme drowsiness and may decrease one’s ability to focus and learn. They are also controlled substances and call for heightened security. The TUSD Medical Consultant and Director of Health Services require a set of guidelines to be followed as outlined in the Health Services Manual.

Field Trips (*Not Interscholastic*)

Prescription medications must be in a pharmacy container labeled with student’s name, date, medication, dose, time to be taken.

- Day Trips
 - On day trips medication may be administered by a principal’s designee (certified district employee).
 - Parents must supply an extra prescription container to send on the field trip. If an extra prescription bottle is not provided health office staff will send the school container, with its entire contents, unless other arrangements are made.

- Overnight Trips
 - On extended trips medication may be administered by a principals’ designee (certified district employee). The parent must complete the Overnight Travel Emergency & Medication Form (HEA 2108).
 - The parent must give the medication directly to the principal’s designee (certified district employee) in charge of the trip and perform any necessary teaching in regards to giving the medication and/or specific healthcare needs.

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- The medication must be kept in possession of or under control of the principal's designee (certified district employee).
 - Exceptions:
 - Emergency medications allowed to be carried by the student per state law.
 - Birth Control and over-the-counter medication may be carried by the student with a note from the parent directing the use and possession of the medication.

Adopted: April 21, 2006 (Friday Report)
 Revised: March 1, 2013 (Friday Report)
 Revised: March 27, 2022 [SLT review]

Legal Ref:

A.R.S.

[15-341](#) General powers and duties; immunity; delegation

[15-344](#) Administration of prescription, patent or proprietary medications by employees; civil immunity; definition

[32-1901](#) Definitions. (Nonprescription drug or over-the-counter drug)

[36-2267](#) Administration of opioid antagonist; exemption from civil liability; definition

Cross Ref:

[JLCD](#) – Administering Medicine to Students