

IDEA PUBLIC SCHOOLS BOARD POLICY MANUAL
POLICY GROUP 3 – STUDENTS
ADMINISTERING MEDICATION AT SCHOOL

PG-3.15

Sec. 1. STANDARDS FOR ADMINISTERING MEDICATION AT SCHOOL

All medications administered to students shall be FDA-approved pharmaceuticals administered within their approved dosage and within standards of acceptable medical regimen. Research pharmaceuticals may be administered if they are a part of a University Institutional Review Board-approved protocol. Intravenous (IV) medications and treatments shall not be administered by ICEA Public Schools (“IDEA”) personnel.

Sec. 2. AUTHORIZED PERSONNEL

IDEA employees shall not give any student prescription medication, nonprescription medication, herbal substances, or dietary supplements of any type, except as provided below. Employees authorized by the Superintendent or designee may administer to students:

a) *Administering Prescription Medication*

Prescription medication upon written request to administer the medication from the student’s parent, guardian, or other person having legal control of the student. When administering prescription medication, the medication must be administered either:

1. From a container that appears to be from the original container and properly labeled; or
2. From a properly labeled unit dosage container filled by a registered nurse from a container that appears to be the original container and to be properly labeled.

All prescription medications shall have been prescribed by a physician licensed to practice medicine in the United States. All medications shall have been manufactured in the United States.

Texas Department of State Health Services Guide to Medication Administration in the School Setting

b) *Medication Administered on Emergency Basis*

IDEA may purchase certain medications to administer to students on an emergency basis and in accordance with protocols established by the District Nurse and/or any standing orders issued by a separate medical adviser who is licensed to practice medicine in the State of Texas.

The Superintendent shall designate the employees who are authorized to administer medication under these protocols and permissions.

i. *Epinephrine*

The Board authorizes school personnel who have agreed in writing and been adequately trained to administer an unassigned epinephrine auto-injector in accordance with law and this policy.

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Administration of epinephrine shall only be permitted when an authorized and trained individual reasonably believes a person is experiencing anaphylaxis.

Authorized and trained individuals may administer an unassigned epinephrine auto-injector at any time to an individual experiencing anaphylaxis at an IDEA facility.

IDEA shall ensure that each campus has a sufficient number of authorized individuals trained to administer epinephrine so that at least one trained individual is present on campus during all hours the campus is open. A campus shall be considered “open” during regular on-campus school hours and when school personnel are physically on site for school-sponsored events.

The Superintendent shall designate a coordinator to manage policy implementation; this coordinator shall develop administrative regulations that shall address:

- Annual training of authorized individuals in accordance with law;
- Procedures for auto-injector use; and
- Acquisition or purchase, maintenance, expiration, disposal, and availability of unassigned epinephrine auto-injectors at each campus.

IDEA shall provide notice to parents regarding the epinephrine program, including notice of any change to or discontinuation of this program.

Education Code 38.208.

ii. *Asthma Medicine*

A school nurse is permitted to administer unassigned prescription asthma medication to a student with diagnosed asthma if, in his or her professional judgment, the nurse reasonably believes the student is experiencing a symptom of asthma that warrants the use of IDEA’s unassigned prescription asthma medication. Additionally, IDEA must have received prior written authorization from a parent of the student that the student has been diagnosed as having asthma and stating that the school nurse may administer unassigned asthma medication to the student.

A school nurse may administer unassigned prescription asthma medication to a student experiencing asthma symptoms only on a school campus.

The Superintendent shall develop administrative regulations to manage policy implementation in accordance with law; procedures for administering medication; procedures for notifying a parent, prescribing authorized healthcare provider, and the student’s primary healthcare provider when unassigned asthma medication is administered; locations of unassigned asthma medication; a list of school nurses who will be assigned to administer unassigned asthma medication; and acquisition

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or purchase, maintenance, expiration, disposal, and availability of unassigned prescription asthma medication at each school.

IDEA shall provide notice to parents regarding its unassigned prescription asthma medication program, including notice of any change to or discontinuation of the program.

Education Code 38.208.

iii. Opioid Antagonist Medication

The Board authorizes school personnel who have agreed in writing and been adequately trained to administer an Opioid Antagonist Medication, such as Naloxone, to assist a person in all grades served who is reasonably believed to be experiencing an opioid-related overdose. Authorized personnel may administer this medication in accordance with a standing order and/or procedures provided and/or approved by a physician licensed to practice medicine in the State of Texas. The employee shall promptly seek additional medical assistance for the person to whom the medication is administered.

Authorized personnel may administer an opioid antagonist medication on an IDEA campus or during a school-sponsored event in accordance with this policy and applicable administrative regulations.

Before designated and trained IDEA employees may have custody of or administer an opioid antagonist medication under this policy, the employee must successfully complete an annual training program provided by IDEA, which includes recognizing opioid-related overdoses, administering opioid antagonist medication, and promptly seeking medical attention for suspected drug overdoses. A list of employees who successfully complete such training shall be maintained, updated, and kept in the District Office.

IDEA shall provide authorized personnel with the opportunity to complete such training during their regular work schedule.

Opioid antagonist medication shall be stored in secure locations accessible by designated and trained employees, and in accordance with the drug manufacturer's instructions. Opioid antagonist medication shall be made readily available to designated employees who have completed the required training to administer in the event of suspected drug overdose. All designated and properly trained employees shall be made aware of the exact location of the opioid antagonist medication.

The District Nurse or designee shall regularly inventory and verify opioid antagonist medication supply, and maintain records thereof, in accordance with the established internal procedures and manufacturer recommendations. Expired, damaged, or used opioid antagonist medication shall be disposed of in accordance with established medical waste disposal procedures.

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IDEA shall consider the administration of opioid antagonist medication by a properly trained employee under this policy to be acting in the course and scope of his or her employment, and therefore entitled to defense by IDEA, if the following conditions are satisfied:

1. The designated and trained employee did not act with the intent to harm or with reckless indifference to a substantial risk of harm in administering opioid antagonist medication to an individual;
2. The designated and trained employee successfully completed all training contemplated by this policy;
3. The designated and trained employee administering the opioid antagonist medication promptly sought additional medical assistance; and
4. The designated and trained employee is administering opioid antagonist medication pursuant to this policy.

IDEA shall provide notice to parents regarding the opioid antagonist medication program, including notice of any change to or discontinuation of this program. Parental consent is not required for the administration of an opioid antagonist medication on an emergency basis under this policy, but a parent or guardian may provide written notice to a campus principal or designee if conditions exist in which their child should not receive opioid antagonist medication at school.

Education Code 38.222.

c) *Purchase of Non-Assigned Emergency Medication*

The Board authorizes purchase of Epinephrine Auto-Injectors, Unassigned Asthma Medicine, and Opioid Antagonist Medication for use in a manner consistent with this policy and determines that such purchases are necessary in the conduct of the public school.

d) *Administering Nonprescription Medication*

iv. Nonprescription Medication Administered upon Parent Request

When properly labeled and in the original container, nonprescription medication may be administered by authorized IDEA personnel following Standing Orders provided by a consulting physician or Medical Director, upon a parent's written request, or if required by the individualized education program ("IEP") or Section 504 plan of a student with disabilities.

v. Nonprescription Medication Administered on Emergency Basis

Authorized IDEA personnel may administer nonprescription medication on an emergency basis and consistent with protocols established by the District Nurse.

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Parental consent is not required for the administration of nonprescription medication on an emergency basis under this policy, but a parent or guardian may provide written notice to a campus principal or designee if conditions exist in which their child should not receive nonprescription medication at school.

e) *Herbal Substances or Dietary Supplements*

Herbal substances or dietary supplements may be administered by authorized IDEA personnel **only if** required by the IEP or Section 504 plan of a student with disabilities.

f) *Provision of Medication Off-Campus at School-Sponsored Events*

For any IDEA student attending a field trip or off-campus school-sponsored event, any prescription medication that IDEA is required to administer under this policy shall be sent with the student's teacher or another staff member trained in the proper administration of medication and who has been authorized to administer medication by the Superintendent or designee, along with instructions on the administration of the medication.

In addition to trained and authorized IDEA teacher(s) and/or nurse(s), a licensed physician in Texas, a registered nurse licensed in Texas, or a vocational nurse licensed in Texas may serve as an IDEA volunteer to administer prescription and non-prescription medication in accordance with this policy when on field trips and/or off-campus or on school-sponsored events. Prior to being allowed to do so, such individuals must meet with the school nurse for instruction and training on administration of medication for applicable students.

Nonprescription medication(s) generally are not administered by IDEA during field trips and/or off-campus or on school-sponsored events.

In the event of an emergency medical situation involving an IDEA student for which no IDEA employee was previously aware and that occurs during a field trip and/or during an off-campus, school-sponsored event when no school nurse is present, emergency medical services shall immediately be notified by any IDEA employee in attendance.

a) *Administrative Regulations Required*

The Superintendent or designee shall develop administrative regulations to manage the implementation of this policy in accordance with law and best practices disseminated by medical professionals, law enforcement, state and federal health agencies, and other credible health organizations. The administrative regulations shall address administering the authorized medication, training requirements for authorized staff, the process for the acquisition or purchase of the authorized medication, and the maintenance, expiration, disposal, and availability of the authorized medication at each campus.

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Sec. 3. PSYCHOTROPICS

Except as permitted by Education Code 38.016, an IDEA employee shall not:

1. Recommend to a student, parent that the student use a psychotropic drug;
2. Suggest a particular diagnosis; or
3. Exclude the student from a class or a school-related activity because of the parent’s refusal to consent to psychiatric evaluation or examination or treatment of the student.

Education Code 38.016.

DATE ADOPTED AND EFFECTIVE.


As set forth in the pertinent minutes to the meeting of the Board, the Board adopted this policy on September 29th, 2023, and it became effective on September 29th, 2023.

RETENTION.

This policy shall be retained until superseded, expired, or discontinued and for five (5) years thereafter in accordance with state law.

CERTIFICATION.

The Undersigned, being the Secretary of the Corporation, hereby certifies that the foregoing represents a true copy of the Board Policy relating to Administering Medication, as originally adopted by the Board on September 29th, 2023, is in full force and effect and has not been revoked or amended.

DocuSigned by:

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 Anthony Ryan Vaughan, Board Secretary

9/30/2023

Date Certified