

### Policy on Student Medications at school:

It is a parent's responsibility to make direct contact with Health room Coordinator, Ann Marie Thompson [annmariet@sacredheart.org](mailto:annmariet@sacredheart.org) or 425-451-1773 x1627 to discuss their child's current health issues and to notify of any changes.

Students may have medications available at school for the following reasons:

- Emergency medications
- As Needed medications
- Daily Medications
- Earthquake Medications

Sacred Heart School medication policy and procedure are in accordance with WA state code. In WA State, all medications require a written authorization by both a physician and **parent** in order for medications to be given to student. Authorization for Medication form is posted on Health Room page. (To get to Health room page, click Parent/ Student button and then click on Forms & Documents)

WA State policy makes no distinction between prescription and over the counter (OTC) medications. OTC medications may be prescribed for such things as headaches, allergies, fever, sore throat, menstrual cramps etc.

A completed Authorization for Medication form is required for all medications. Parents are responsible for returning the completed form and all medications and supplies to the health room.

Please look below for what needs to be done and if any medication(s) will be kept at school:

- Submit the completed Authorization for Medication form for medication(s) prescribed for specific diagnosis. Applies to all medications whether prescription or over the counter (OTC). Medications may be prescribed on basis of "emergency, as-needed, daily or as part of earthquake emergency plan for management of diagnosis.
- Authorization for Medication form must be required and must be signed by **both** physician and parent.
- Additional documentation relating to diagnosis may be provided by the physician.
- For prescription medications, all medication(s) provided must have a current prescription label attached.
- For any over the counter medications (OTC), write your child's name on the box or bottle.
- Check all medications that they are not passed the valid expiration date.
- Provide any other supplies as needed.
- If physician has also prescribed an inhaler, the inhaler must have a prescription label attached, valid expiration date and Authorization for Medication form should indicate whether your child has permission to carry and self-administer.
- See health room page for additional information required for students diagnosed with severe food allergies, diabetes or life threatening conditions, etc.

All student medications and care plans are kept locked in the health room and administered by health room coordinator or administration staff. The only exceptions for student medications and care plans to be kept outside of the health room are:

- For students with severe allergies, parents have provided additional EpiPen or Auvi-Q for the classroom. At parent's discretion, additional EpiPen or Auvi-Q may be in other school locations.
- All student earthquake care plans & medications are kept by the student's teacher.
- Students with authorization to carry & self-administer inhaler may do so unsupervised.