

## Medication Administration Policy

In order to maintain the law according to the Texas Board of Nurse Examiners, we administer ALL medications according to the following guidelines:

- ALL medications must be brought to the nurse's office by a parent or guardian.
- All medications must be kept in the nurse's office at all times with the exception of inhalers.
- All medications, prescription and over-the-counter (OTC), must be accompanied by a doctor's order. **\*NO MEDICATION WILL BE GIVEN WITHOUT A DOCTOR'S ORDER.** The doctor may use our Permission to Administer Medication form or their own letterhead.
- Medications will only be given according to the doctor's order. *For example, if your child's orthodontist writes the order specifically for "mouth pain", we, by law, are not permitted to give the medication for any other reason or diagnosis.*
- **BACS will not stock or provide any medications for students.**
- A Permission to Administer Medication form must be signed by a parent/legal guardian. This gives consent to administer the medication. It can be found on the BACS website under forms.

### PRESCRIPTION MEDICATIONS:

- Must be in the original container with the pharmacy label for that specific student and be accompanied by a doctor's order. NOTE: A pharmacy label is not a doctor's order.
- Will not be shared between siblings.
- Should be given at home if at all possible. For example, medicine that is to be given every twelve hours can be given at home before and after school.

### NON-PRESCRIPTION MEDICATIONS:

- Must be brought from home as BACS will not supply any medications.
- Must be in the original container with the student's name written on the container.
- **Must be accompanied by a doctor's order.**
- **May be shared between siblings but must have a doctor's order for each student.**

Medical offices are familiar with these guidelines for medication administration. For your convenience, you may have your doctor's office fax an order to the school.

**Our fax number is 281-554-5495.**

We strive to minimize time away from the classroom and the learning process. These guidelines maintain those priorities while functioning within the law.