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## Medication Policy

The Wilson County School policy for medication dispensing at school is as follows:

1. If the medication is a prescription or herbal medication, the physician must fill out the Physician Form for Medication and/or Procedure (Physician Form). Both the physician and parent/legal guardian must sign the form. This must be at school before medication will be accepted. A new Physician Form is required each school year.
2. If an over-the-counter medication is **necessary** at school, the parent/legal guardian must fill out and sign the Consent for the Over-The-Counter Medication.
3. The Release of Information is included with the Physician form for prescription medication and the Over-The-Counter medication form.
4. The parent/legal guardian or adult designee must bring the medication to school. **The parents are not to send medications to school with a student.** Prescription medication must be in a properly labeled pharmacy bottle, which the pharmacist will provide. The label on the medication bottle must match the physician's order. The empty medication bottle will be sent home with the student, but the parent/legal guardian is required to bring the medication to school. Over-the-counter medication i.e cough drops, Tylenol, Midol, Benadryl, creams, etc. must be brought to school by the parent in the **original, unopened** container with the student's name written on the bottle. Students must be able to measure their liquid medications.
5. The parent/legal guardian is responsible for providing the exact dosage ordered by the physician (i.e. cutting pill, if needed and providing a measuring device for liquid medications).
6. The parent/legal guardian and medication designee must count the medication and verify the count by signing on the back of the Medication Record.
7. All medication will be kept in a secure, locked area except: inhalers, epi-pens, glucometers and insulin, which are allowed to stay with the students after the Physician Form is filled out and brought to school.
8. If the medication is changed or discontinued at school, an order from the physician must be provided.

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