

The Brook Hill School Medication Protocol

GENERAL INSTRUCTIONS

- **ALL medications** stored in the School Nurse's Office **MUST** be in date
- **ALL prescription medications**, must have been prescribed by a Physician who is licensed to practice in the State of Texas and filled and dispensed from a Pharmacy in the United States with an appropriate prescription label
- **ALL OTC medications**, must be in the original container and have originated in the US
- **ALL medications** to be dispensed by the School Nurse must be FDA approved
- **ALL medications** stored in the School Nurse's Office **MUST** be picked up by the last day of class each school year, or they will be disposed of

DISPENSING PRESCRIPTION MEDICATIONS AT SCHOOL

- The Nurses will dispense medications prescribed by your physician according to the prescription on the ORIGINAL container as dispensed by the Pharmacist. This requires full completion of a Parental Permission form (See Attachment).
- Parents are encouraged to time antibiotics so that the doses fall during the student's hours at home if possible, but the Nurses are available to dispense prescription medications according to the Physician's orders if necessary.

CONTROLLED SUBSTANCES AND ADHD MEDICATIONS

- If at all possible we ask that these medications be dispensed at home
- If your student requires this type of medication at school, a parent or guardian may provide the medication in the **ORIGINAL** bottle with printed instructions on the label for the individual student. The medication will be kept in Nurse's office and dispensed by the Nurse exactly as the prescription reads. This requires full completion of a Parental Permission form.
- The Nurse will secure these medications under lock and key and will keep controlled substance lockbox key in their possession at all times. A written log must be kept for each individual student each time a controlled substance has been dispensed.

RESCUE MEDICATIONS FOR ASTHMA AND ANAPHYLAXIS

- By law in the State of Texas, ALL students may carry their own rescue medications for Asthma or Anaphylaxis.
- Parent or guardian is responsible to provide these medications to the school
- **An Individual Care Plan for chronic illness management MUST be on file in the Nurse's office.** An Individual Care Plan is a document that describes the student's health history as it relates to a chronic condition and outlines a plan of treatment for episodes of that condition.
- The School Nurse, based on their judgment or parental request will administer rescue medications.
- Students in 4th through 8th grade must demonstrate competency to manage and administer their own rescue medications and to carry them on school property. This requires a meeting with parents, student and school nurse. Please contact the School Nurse to make arrangements for this. The School Nurses will be available at the 'Back to School Picnic'.

- Students younger than 4th grade may keep their own rescue medications in the classroom, but students may not administer the medication by themselves. Trained staff or the Nurse will administer the medication. NOTE: Parents may request a meeting with school nurse to discuss student administration and demonstration of competency on a case-by-case basis.

OVER THE COUNTER OR 'OTC' MEDICATIONS

- The Physician Chairman of the Brook Hill School Health Advisory Council or SHAC has provided us with the following "as needed" Standing Medication Orders for OTC Medications, which will be provided at school based on nursing judgment with parental consent. **Please fill out the OTC medication form for your student in RenWeb.**
- A Physician's order is required for these medications to be dispensed by Registered Nurses in schools in the State of Texas.
- The goal is to help keep well students with minor medical needs in class, as much as possible. Below is a list of **OPTIONAL** OTC Medications that are available for your student in age and weight appropriate doses with Parental Permission.
- In the event that the Nurses need to administer one of these medications to your student, you will receive a brief e-mail so that you will be aware of the time that it was given. This information is important should additional doses be required at home.
- Lower School parents will also be contacted by phone PRIOR TO OTC Medication being dispensed.
- There is also an option for parents to provide their own OTC medications, in the original container, for their student when something specific is necessary that is not on our approved OTC list. Please be aware that in Texas, Parental Permission forms for OTC Medications from home are good for ONLY 10 DAYS in schools unless the school has a prescription from a Physician on file.

The Brook Hill Medication Protocol was approved by the Brook Hill School Health Advisory Council and Administration. This protocol is intended to provide safe and appropriate care to our students. If you have any questions or concerns related to medications, please do not hesitate to contact The Brook Hill Health Care Coordinator, Suzan Chadwell at extension 2003.

OVER THE COUNTER OR 'OTC' MEDICATION OPTIONS AVAILABLE AT BROOK HILL

STUDENT	GRADE	KNOWN MEDICATION ALLERGIES	
SPECIAL INSTRUCTIONS OR CONSIDERATIONS			
LOWER SCHOOL STANDING ORDERS			
MEDICATION	YES Dispense as needed	NO DO NOT dispense	
Acetaminophen (Tylenol), children's elixir: 160 mg/5mL; dose = 15 mg/kg			
Ibuprofen (Advil, Motrin), children's elixir: 100 mg/5mL; dose = 10 mg/kg			
Nauseze: dose 1 tablet			
Cough drop/lozenge (without red dye): dose 1 tablet			
Diphenhydramine (Benadryl) Liquid: 12.5mg/5ml, dose = 6.25mg for 4-6 yrs & 12.5mg for 6-12 yrs			
Neosporin cream to appropriate skin ailments			
Benadryl cream to appropriate skin ailments			
Cortaid to appropriate skin ailments			
UPPER SCHOOL STANDING ORDERS			
MEDICATION	YES Dispense as needed	NO DO NOT dispense	
Acetaminophen (Tylenol): 325 mg tablets; 1-2 tablets			
Acetaminophen (Tylenol): 325 mg tablets; 1-2 tablets			
Ibuprofen (Advil, Motrin): 200 mg tablets; 1-2 tablets			
Midol or Midol Complete: 500/25, 500/60/15; 1-2 tablets			
Aleve 220mg 1 tablet			
Diphenhydramine (Benadryl): 25 mg; 1 tab			
Tums: dose 1-2 tablets			
Cough drop/lozenge (without red dye): dose 1 tablet			
Neosporin cream to appropriate skin ailments			
Benadryl cream to appropriate skin ailments			
Cortaid to appropriate skin ailments			
Burn Cream with Aloe to minor burns			
Oragel to mouth or lips			
ADDITIONAL MEDICATIONS FOR BOARDING STUDENTS ONLY ARE AVAILALE ON THE NEXT PAGE			

ADDITIONAL STANDING ORDERS FOR BOARDING STUDENTS ONLY		
INCLUDES ALL UPPER SCHOOL OTC MEDICATIONS LISTED ABOVE AND THE FOLLOWING EXTENDED LIST		
MEDICATION	YES Dispense as needed	NO DO NOT dispense
FOR ALLERGIES		
Certizine (Zyrtec): 10 mg; 1 tab daily		
Loratidine (Claritin, Alavert): 10 mg; 1 tab daily		
Diphenhydramine (Benadryl): 25 mg; 1 tab every 6 hours as needed		
FOR GI UPSET		
Maalox tablets; 1 tab every 6 hours as needed		
Pepcid: 20 mg; 1 tab every 12 hours as needed		
Prilosec: 10 mg; 1 tab daily (max 14 days)		
SPECIFICALLY FOR NAUSEA AND VOMITING Nurse required to contact Physician or FNP PRIOR to dispensing		
Phenergan: 25 mg; 1 tab every 6 hours as needed		
Zofran: 4 mg; 1 tab every 6 hours as needed		

BOARDING STUDENTS

- The Brook Hill Nursing Staff is on call for health concerns related to the Resident Life Program 24 hours per day, 7 days per week
- Our Boarding Parents have completed a special course on dispensing medications to our students. They function as “Unlicensed Assistive Personnel” or “UAPs” when dispensing medication.
- Medications, Vitamins and Dietary Supplements will be dispensed by the Boarding Parents in the evenings or on the weekends when the Nurse’s Office is not open.
- Boarding Students are **NOT PERMITTED to keep ANY medications other than “Rescue Medications”**, in their rooms
- Boarding Students may keep **“Rescue Medications”** such as Inhalers, EpiPens or Insulin in their rooms and with them at all times
- ALL Vitamins or Dietary Supplements must have originated in the US and be FDA approved.
- ALL prescription medications must have been prescribed by a Physician who is licensed to practice in the State of Texas and filled and dispensed from a pharmacy in the United States with the medication in one bottle which has an appropriate prescription label.
- OTC medications will be dispensed from the approved list of OTC medications for which we have “Standing Orders” from the Chairman of the Brook Hill SHAC.
- Throat lozenges may be permitted at the bedside on a case by case basis

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