

EMERGENCY MEDICATION ADMINISTRATION

PRACTICE CONCERNS AND MEDICATION MANAGEMENT CHECKLIST

Disclaimer: This document provides a summary of currently available resources that school nurse can consult as they formulate independent nursing judgement for their practice. This document is not intended to provide clinical standards or guidelines. The school nurse is responsible for complying with applicable federal, state, and local laws, regulations, ordinances, executive orders, policies, and any other applicable sources of authority, including any applicable standards of practice.

Emergency Medication Practice Concerns:

- School nurse can:
 - Educate self on medical emergencies, emergency medications, and school resources and policies.
 - Plan for care during a medical emergency.
 - Educate school personnel on the symptoms associated with asthma, anaphylaxis, hypoglycemia, hyperglycemia, and seizures.
 - Educate school personnel on how to respond to a medical emergency.
 - Educate school personnel that have regular interaction with a student who has an underlying health condition that may require emergency management in school, on the health condition and any emergency treatment, including medication administration.
 - Conduct periodic emergency response drills and practice how to handle a medical emergency.
 - Review data and information after a medical emergency (e.g., when and where medication was administered) from incident reports and assess the effect of the incident on the affected students and modify policies and practices as needed.

Medication Storage:

- Store emergency medication and emergency medication administration protocol in a location that is easily accessible during:
 - school day,
 - before/after school programming,
 - field trip,
 - school evacuation,
 - shelter in place.
- Some seizure medication is classified as a controlled substance and will need to be stored in accordance with state statutes and school district policies.
- Some seizure medications need to be stored at temperatures requiring refrigeration.

- Be sure that staff members who have regular contact with the student know where the medication is stored.
- Develop a process and identify a person to periodically check the expiration date on emergency medication package(s).
- Inform school personnel of the student emergency medication storage locations, and of any back-up supply.
- Students may be allowed to carry their own emergency medication when appropriate.
- For medications requiring refrigeration, determine how and where medication will be stored safely and securely.
 - Determine how medication will be managed/stored if there is a power outage.
 - Determine how refrigerator temperature will be monitored to determine safe and proper storage of medication.

Stock Medication Storage:

- Review the following considerations when determining where stock medication will be stored:
 - general safety standards for handling and storage of medications
 - developmental stage of students
 - competence of the student
 - size of the school building
 - availability of a full-time school nurse in the school building
 - availability of communication devices between school personnel (such as teachers, paraprofessionals) who are inside the building or outside on school grounds and the school nurse
 - school nurse response time from the health office to the classroom
 - preferences and other responsibilities of the teacher
 - preferences of the students and parent
 - movement of the student within the school building
 - ensure that the school has at least two doses of each stock medication (i.e., glucose, albuterol, epinephrine, etc.)

Storage of Student Self-Administration of Emergency Medications:

- Determine where student's medication supply will be stored keeping in mind:
 - transportation to and from school
 - school day
 - before/after school programming
 - field trip
 - school evacuation
 - shelter in place
 - emergency evacuation
 - student self-administered emergency medication should not be stored in the student's locker.

Confidentiality:

- Remember to keep health care information confidential.
- When responding to a medical emergency, be sure to ensure the child's privacy and confidentiality when calling for assistance. Do not say the child's name over the PA system or walkie-talkie.
- When administering emergency medication, provide the student with as much privacy as possible.
- If possible, have someone assist with removing onlookers and other students to provide the child with privacy.

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