

Students	Section J:		
	Knox County Board of Education		
	Descriptor Term:	Descriptor Code:	Issued:
	Medication	J-352	7/95
	Reviewed:	Revised:	
	9/17	11/17	

Students who are required to take medication(s) during school hours must comply with the regulations established by the Tennessee Department of Health and Education. Over the counter medications are included in these regulations. The regulations are as follows:

1. Knox County Schools has the final decision-making authority with respect to the administration of and/or to reject requests for administering medications.
2. Written orders must be provided by a licensed health care provider. The order must include the name of the drug, dosage, frequency, route and, time administered, potential side effects, and method of storage.
3. Each medication requires a separate Medication Administration Form, signed by the prescribing health care provider and parent/guardian. The Medication Administration Form must be renewed yearly. Medication(s) changes during the school year require a new Medication Administration Form.
4. Medication(s) must be brought to the school by an adult. Students may not carry medications of any kind on their person with the exception of asthma inhalers, Epi-Pens (anaphylaxis medications), pancreatic enzymes or insulin delivery systems with written permission from a parent and authorization by a medical health care provider. Failure to properly register medication shall lead to a presumption that any such medication is not lawfully in the possession of the student.
5. Medications must be in appropriate containers, properly labeled by a licensed medical care provider or pharmacy. Over-the-counter (OTC) medication(s) prescribed for a student must be provided in its original unopened, labeled, unexpired container and identified student's written name.
6. Upon receiving the quantity of medication must be confirmed and documented. A secure location must be provided for the storage of medications.
7. All medications self-administered must be documented on the Medication Administration Record. Medication records will be kept in the student's cumulative record when completed.
8. School Nurses will monitor the administration, documentation, and storage of all medications on a regular basis. Only school nurses, trained school personnel or a pictured-identified parent/guardian can administer medication(s) during school hours. A school nurse must train school personnel on medication administration yearly.

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9. The parent/guardian is responsible for picking up any unused medication at the end of the treatment or at the end of the school year. Any medications not picked up shall be destroyed as per Knox County policy.

Legal References:

1. T.C.A. § 49-50-1601.
2. T.C.A. § 49-50-1602.

Approved as to Legal Form 9/29/2017
By Knox County Law Director
/Gary T. Dupler/Deputy Law Director