

KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT BOARD OF EDUCATION  
AGENDA STATEMENT

No. 10 b.

MEETING OF January 11, 2023

ITEM TITLE:

**PUBLIC HEARING – POLICY**


Approval of revisions to BP 5141.21 Administering  
Medication, in second reading.

REVIEWED BY:

Policy Committee  
 Superintendent

SUBMITTED BY: School Board Policy Committee

APPROVED FOR SUBMITTAL:

  
\_\_\_\_\_  
Superintendent

SUMMARY STATEMENT:

The Policy Committee and Administration are proposing revisions to BP 5141.21 Administering Medication.

ISSUE/BACKGROUND:

Board Bylaw 9300 states that "The formulation and adoption of written Board policies shall constitute the basic method by which the Board shall govern the school district." Board Policy 0500 and Board Bylaw 9311 both address the ongoing review of district policies and programs by the School Board.

ATTACHMENTS:

- BP 5141.21 Administering Medication (with revisions)

RECOMMENDED ACTION:

"I move that the Board of Education **approve revisions to BP 5141.21 Administering Medication, in second reading.**"

**~~ADMINISTERING MEDICATION~~**

~~The School Board recognizes that students sometimes may need to take prescribed medication during the school day in order to be able to attend school without jeopardizing their health. In such cases, when the district has received written statements from the student's physician and parent/guardian as required by law, designated personnel shall assist the student in taking the medication and be afforded appropriate liability protection.~~

**Self-Administered Medication**

~~A student may be permitted to carry medication that has been prescribed or ordered by a physician to stay on or with the student due to a pressing medical need.~~

**PURPOSE:** Appropriate delegation and training of unlicensed assistive personnel (UAP) to perform medication administration ensures access to immediate care from appropriately trained staff while students are engaged in the school setting and school-sponsored activities when a nurse is not available. This may occur routinely in schools that do not have full time nursing staff or occasionally when the nurse is not available.

**POLICY TEXT:**

**I. STANDARD:** Medication administration is under the supervision of and oversight of the assigned nurse. The nurse is accountable for the process of delegating medication administration and training as directed by the State of Alaska Medication Administration in the School Setting Delegation Decision Tree (Decision Tree). The decision to delegate medications and train UAP in medication administration via either nurse delegation or parental authorization and nurse training will be made on an individual student basis.

Alaska Nursing Regulations at 12 AAC 44.950-12 AAC 44.975 defines the scope of practice for registered nurses in the school setting. The Board of Nursing adopted the Decision Tree as an advisory opinion to clarify the nurse's role related to medication delegation.

Medication Delegation Decision Tree

[https://share.asdk12.org/support/health/Health\\_Services\\_Forms/Medication\\_Delegation\\_Decision\\_Tree.pdf](https://share.asdk12.org/support/health/Health_Services_Forms/Medication_Delegation_Decision_Tree.pdf)

Teachers are not required to administer medications and will do so only on a voluntary basis. Only delegable medications will be administered by teachers, and only on the direction of the nurse. Scheduled medications (e.g., ADHD meds or short-term

antibiotics) and emergency medications (e.g., albuterol inhaler, antihistamines, and epinephrine auto-injectors) will be sent on field trips. PRN medications that would require a nursing assessment prior to administration, such as analgesics and cough/cold medications, will not be sent on field trip. The nurse will advise the parent/guardian about sending any recently prescribed/ordered medications. The assigned nurse at the school is the key coordinator and primary provider of care for diabetic students. The Alaska Board of Nursing allows the UAP to be trained to provide care for diabetic students when delegated to do so by parental request and authorization. Healthcare Services will follow the process for delegation to UAP by parents and training of UAP by licensed registered nurses per Diabetes Management:

Guide for Training Unlicensed School Staff, as approved by the Alaska Board of Nursing on October 25, 2012. It is noted that the nurse cannot delegate certain aspects of diabetic care (injectable medications), but that parents can. It is the intent of this section to allow for that parent/UAP delegation of care. The nurse's role is to coordinate care for the student and provide training of UAP.

*Legal Reference:*

ALASKA STATUTES

09.65.090 *Civil liability for emergency aid*

**KETCHIKAN GATEWAY BOROUGH SCHOOL DISTRICT**

**Adoption Date: 10/13/99**

**Revision Date: 11/17/2010**