

# MEDICAL AND DISPENSING MEDICATION POLICY

**Purpose:** The purpose of this policy is for medical and dispensing medications within the WSU Charter Academy.

**Policy and Procedures:** A medical portfolio will be kept on each child enrolled in the WSU Charter Academy. The portfolio will contain:

- Physical Examination Report
- Family History Form

NO INFORMATION WILL BE RELEASED TO A THIRD PARTY WITHOUT WRITTEN PARENT PERMISSION.

**63G-2-107. Disclosure of records subject to federal law.**

Notwithstanding the provisions of Subsections 63G-2-201(6)(a) and (b), this chapter does not apply to a record containing protected health information as defined in 45 C.F.R., Part 164, Standards for Privacy of Individually Identifiable Health Information, if the record is:

- (1) controlled or maintained by a governmental entity; and
- (2) governed by 45 C.F.R., Parts 160 and 164, Standards for Privacy of Individually Identifiable Health Information.

## Injuries or Illnesses

Minor injuries such as scratches, abrasions and bruises should be cleaned with soap and water, hydrogen peroxide and a Band-Aid if necessary. All injuries should be noted on the accident report and initialed by teachers and parent. Potentially serious illnesses and injuries requiring immediate care by you and by a physician should be handled according to current American Red Cross practices.

## Sick Children

We are unable to care for sick children. We go outside every day. If your child is too ill to go outside, they are too ill to come to school. If your child is ill, please make other arrangements since we cannot let them attend. If your child becomes ill, we will make every effort to contact you or the persons listed on your emergency cards and it will be your responsibility to take your child elsewhere. The following are guidelines for excluding children from our school and reasons you should keep a child home or find other arrangements:

- A temperature of 99.6 or above.
- Vomiting, diarrhea, nausea or severe abdominal pain (must have not had an episode for 24 hours before returning to school).
- Unusual lethargic behavior.
- Mouth sores associated with an inability to control saliva.
- Rash with fever or behavior change.
- Infected eyes with discharge (must be on medication 24 hours before returning to school).
- Infestation (e.g. scabies, head lice, pinworm)
- Impetigo
- Strep throat (must be on medication 24 hours before returning to school).
- Ringworm
- Chicken Pox, Whooping Cough, Red Measles, German Measles, Mumps, Meningitis, Influenza and other communicable diseases.

The best advice for parents determining if a child should come to school (after following the guidelines above) is to use common sense. Parents generally know the symptoms their own child exhibits when ill or when their child's behavior is unusual.

Children will be sent home once a fever is detected, after the second episode of vomiting or diarrhea or when any of the items listed above are present.

In the event that any of the previous symptoms appear in school, the following procedures will be followed:

- If a child becomes ill at school, he/she will be taken to the director's office to be isolated from other children.
- The child's parents will be notified that their child is ill and must be picked up from school. Children are to be picked up within one hour of notification.
- If a parent cannot be reached, the emergency contact person will be called.
- In case of a serious or life threatening injury or illness, the school will call 9-1-1 for medical assistance. All efforts will be made to notify the parents immediately. Emergency personnel will decide if the child needs to be transported to a hospital. WSU Charter Academy is not responsible for any bills incurred by calling for emergency personnel.

Parents must inform WSU Charter Academy immediately IF THEIR CHILD HAS A COMMUNICABLE DISEASE OR INFESTATION. This will allow us to NOTIFY OTHER PARENTS AND THE HEALTH DEPARTMENT, IF NECESSARY.

The day a communicable illness or parasite is discovered in our facility, we will inform the parents. An individual notification will be placed in the mailbox of each child who has been exposed. The name of the ill child or staff person will remain confidential.

### Medication

Personnel at the WSU Charter Academy are able to dispense only maintenance medications (e.g. inhaler, mood suppressants) and emergency medications for allergies and/ or breathing, and then only with a doctor's note and specific instructions. Parents must administer non-maintenance medication (e.g., antibiotics, pain and fever reducers). The school will keep accurate records of maintenance medications and emergency medicines given and will store said medications where they are inaccessible to children. One staff member (supervising teacher) will be responsible to dispense maintenance and emergency medication.

### Immunizations

WSU Charter Academy adheres to all immunization laws. Prior to the start of school, every student must have the following immunizations:

- 4-5 DPT
- 4 doses of polio
- 3 Hepatitis B
- 2 Hepatitis A
- 1 Varicella (Chickenpox)
- 2 MMR or 1 rubella, 1 mumps, 2 measles

A Utah Certificate of Immunization form or equivalent, signed by the physician, is required at registration. Occasionally, additional vaccinations may become required by law. The school reviews all immunization forms and will notify parents of missing immunizations. It is the parent's

responsibility to ensure all requirements for the student are met or that the student is on track to receive all scheduled doses.

Submit a statement that the person has a personal belief opposed to immunizations, which is signed by a parent and witnessed by the local health officer or his designee; or a statement that the person is a bona fide member of a specified, recognized religious organization whose teachings are contrary to immunizations, signed by a parent. A form for Religious Exemption or Personal Exemption is provided by the Department of Health.