

JLCD - ADMINISTERING MEDICINES TO STUDENTS

The Woburn Public Schools recognizes that some students may require medication during the school day in order to attend school and participate safely in school programs and activities. The School Committee authorizes the administration of medications in schools in accordance with Massachusetts law and regulations governing medication administration.

Medication administration in the Woburn Public Schools shall comply with Massachusetts General Laws Chapter 71, Section 54B; the Controlled Substances Act (M.G.L. c.94C); the Massachusetts Department of Public Health regulations governing the Administration of Medications in Public and Non-Public Schools (105 CMR 210.000); and applicable regulations of the Massachusetts Board of Registration in Nursing (244 CMR).

Medication Administration Program

The Superintendent shall designate a Medication Program Manager, who must be a registered nurse employed by the district, to supervise the district's medication administration program. The Medication Program Manager, in consultation with the School Physician, shall develop and implement procedures necessary for the safe administration of medications to students and shall maintain the district's required registration with the Massachusetts Department of Public Health.

Administration of Medication

Medication may be administered to students during the school day by licensed nursing personnel in accordance with a valid medication order from a licensed prescriber and written authorization from a parent or guardian, consistent with applicable laws and regulations. Students may possess and self-administer medications only when permitted by Massachusetts law and when determined appropriate by the school nurse.

Emergency Medication Administration

In accordance with Massachusetts law and Department of Public Health regulations, the district may train unlicensed school personnel in the administration of pre-dosed epinephrine and opioid antagonists for use in medical emergencies.

Delegation of Medication Administration

Medication administration shall be performed by licensed nursing personnel except where otherwise permitted by Massachusetts law and Department of Public Health regulations. The district may apply to the Massachusetts Department of Public Health for registration of a medication delegation and training program if deemed appropriate for the safe operation of the district's medication administration program. The school nurse retains professional authority to determine whether medication administration may be delegated and shall provide training and supervision consistent with applicable regulations.

Medication Administration Program Requirements

The district shall maintain procedures consistent with state regulations addressing:

- documentation of medication administration
- safe storage and handling of medications
- response to medication-related emergencies
- reporting and documentation of medication errors
- communication of medication policies to parents and guardians
- procedures for resolving questions or concerns regarding medication administration

The Superintendent shall ensure that administrative procedures are developed and implemented to carry out this policy and to ensure compliance with applicable laws and regulations.

LEGAL REFS: [M.G.L. c.71 §54B](#)

[M.G.L. c.94C](#)

[105 CMR 210.000](#)

[244 CMR 9.00](#)

[244 CMR 3.00](#)