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Debra L. Billingsley, Executive Secretary



Board of Pharmacy

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Sam Brownback, Governor

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Joann Wheeler BSN RN
KSNO President
Nursing Coordinator
Maize School District

Cindy Galemore MEd, BSN, RN, NCSN
KSNO Professional Standards Chair
Director of Health Services
Olathe District Schools

Dear Ms. Wheeler and Ms. Galemore:

The Board of Pharmacy is in receipt of your request for guidance to school nurses and unlicensed volunteers working in schools that may have to provide oral medications to students attending field trips. You specifically asked about pills and capsule oral medications.

The medications that are administered on field trips are those that have been prescribed by a licensed prescriber and the prescription has been filled by a licensed pharmacy. Once the drug has been dispensed to the consumer the pharmacy is no longer responsible. However, the schools are often placed in the position of administering a child's medication or handing it out to them. The current guidance document made available through the Kansas Department of Health and Environment (KDHE) titled *Guidelines for Administration of Medications in Kansas Schools* is a sound policy that provides the best policy for schools that are in this situation. The policy does recommend the use of pill bags and my only suggestion might be to use vials because they are intended to provide protection from light and meet the requirements under light transmission. They also have a child safety cap. You might be able to get a local pharmacy to donate some vials for that use. Since a field trip is of a short duration and the medication is not going to be readily available to a small child it is probably not going to be an issue but that was our only suggestion.

The Board of Pharmacy agrees with the guidance that you have been given by KDHE. Thank you for allowing us to review the policy.

Sincerely,

A handwritten signature in cursive script that reads "Debra L. Billingsley".

Debra Billingsley, JD
Executive Secretary

