

Date: June 21, 2018
For ACTION X
For INFORMATION X
Board Agenda: Yes X
No

FROM: Julie A. Crawford, Ed.D., Chief Student Services Officer
Jennifer Abbruzzese, Clerk of the Board and Policy Liaison

THROUGH: Lois F. Berlin, Ed.D., Interim Superintendent of Schools

TO: The Honorable Ramee Gentry, Chair, and
Members of the Alexandria City School Board

TOPIC: Policy JHCD and Regulation JHCD-R: Administration of Medication to Students
Engagement Process and Development of Policy Revisions

SUMMARY:

[Policy JHCD: Administration of Medications to Students](#)

[JHCD-R: Regulations for the Administration of Medications to Students](#)

(Orange text reflects revisions since the 6/7/18 Board Meeting.)

Last revised in 2015, this policy and regulation were presented to the School Board at its June 7, 2018 Board Meeting. They have been updated to outline the process of administering prescription and non-prescription/non-controlled medication during the school day and at school sponsored events. Additional information is provided on self-care and self-administration of prescription medications for diabetes, asthma and/or food allergies. Other provisions include information on the handling, storage, monitoring, documentation and disposal of medication, as well as the use of emergency medication.

BACKGROUND:

In response to School Board questions regarding Policy JHCD and Regulation JHCD-R's proposed revisions, information on the policy development and engagement process is provided below.

- I. As a part of JHCD's and JHCD-R's review, stakeholders, including school nurses, principals, and the School Health Advisory Board were consulted. In addition, Policy JHCD and Regulation JHCD-R have been discussed at multiple school nurse staff meetings throughout the 2017-2018 school year. "Final" proposed revisions were presented to school nurses at their May 18, 2018 staff meeting. Follow-up discussions were also held, and additional edits were then made to incorporate the nurses' feedback.
- II. One area where Regulation JHCD-R has been revised relates to the distribution of non-prescription/non-controlled medication (Regulation JHCD-R, § III). These changes were

made to ensure compliance with Virginia Board of Nursing Regulations ([18 VAC 90-19-10 et seq.](#)), under the authority of the Virginia Nurse Practice Act, “NPA” ([Va. Code § 54.1-2400](#) and [§ 54.1-3000 et seq.](#)).

The Board of Nursing Regulations “provide standards for a medication administration training program, a protocol for adult immunizations, and criteria for delegation of nursing tasks” ([Preamble, Board of Nursing Regulations](#)). As stated by the National Council of State Boards of Nursing, “Safe, competent nursing practice is grounded in the law as written in the NPA and the state rules/regulations. Together, the NPA and rules/regulations guide and govern nursing practice.”(<https://www.ncsbn.org/npa.htm>)

In conversations with school nurses and other school staff regarding the distribution of non-prescription/non-controlled medication, it was apparent that medication distribution practices varied from school to school. In a VDOE summer professional development attended by a number of ACPS school nurses and the ACPS School Health Coordinator, a Virginia Board of Nursing Member directed the school division to align its practices with the NPA. Moreover, it was specifically stated that giving students non-prescription/non-controlled medication regularly (in excess of 5 consecutive days) without a doctor’s order is not compliant with the NPA. This fact has been discussed regularly with ACPS school nurses throughout the school year.

- III. Another area where Regulation JHCD-R has been revised relates to the reinsertion of insulin pumps. (Regulation JHCD-R, § IV.B.) It reads, “ACPS employees will not attempt repairs, including reinsertion, of insulin pumps or continuous glucose monitors.” In developing the proposed text, a number of factors were considered:
- [Va. Code § 22.1-274.01:1](#) was amended in 2017 to clarify that although school nurses trained in “the administration of insulin, including the use and insertion of insulin pumps, and the administration of glucagon” may assist in the insertion/reinsertion of insulin pumps, they are not required to;
 - The Virginia Department of Education (VDOE) School Nurse Consultant recommended that school nurses should not be made responsible for reinsertion of insulin pumps;
 - The School Health Coordinator has attended several professional development programs that have provided the same recommendation;
 - There are multiple models of insulin pumps that have unique operations, making it difficult to ensure proper training for all nurses, substitute nurses, and insulin/glucagon trained staff to be prepared to reinsert needles; and
 - Parents/guardians are asked at the beginning of the school year to provide additional supplies for their diabetic students in case of pump failures (including dislodged needles), thus providing safe diabetic care for students.

RECOMMENDATION:

The Superintendent recommends that the School Board approve Policy JHCD and Regulation JHCD-R.

IMPACT:

By reviewing policies periodically, the School Board ensures that ACPS operations are aligned to support excellence and high performance.

ATTACHMENTS:

Proposed revisions to Policy JHCD and Regulation JHCD-R

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