



Washington School for the Deaf
SERVING DEAF AND HARD OF HEARING CHILDREN
THROUGHOUT THE STATE OF WASHINGTON
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Medication Transport Procedure

Students who ride buses cannot carry their own medications. This includes prescription and/or over the counter medication. Please refer to the medical procedures below for transporting medications. Monitors cannot dispense any medications to students. This includes over the counter medication.

Friday:

1. The monitor will review the medications with the nurse and sign the *Medication Transport Form*. The medication and signed form is placed in a sealed plastic bag.
2. At the bus stop/gate the monitor will have the authorized pick up person/ adult student sign the *Medication Transport Form*. After getting the signature, the monitor will open the sealed plastic bag, and give the medication to the authorized pick up person/ adult student. The plastic bag and *Medication Transport Form* is returned to the Student Health Center.

Sunday:

1. The monitor gives the parent/guardian/ adult student a re-sealable plastic bag. The parent/guardian / adult student puts the medication in the plastic bag, seals the bag and signs the sticker. The parent/guardian/adult student fills out and signs the *Medication Transport Form*.
2. The monitor will sign the *Medication Transport Form*.
3. The monitor places the medication and signed form in a re-sealable plastic bag then seals it with a sticker.
4. When the monitor arrives at WSD, s/he will give the sealed plastic bag to the nurse. The monitor will review the *Medication Transport Form* and medications with the nurse and sign the form again.

Student medication transport procedure

The following procedure is to be used for students who must travel by air, shuttle vans, and/or by local school districts. Students are allowed to transport medications on a case-by-case basis, based on the responsibility level of the student. The student will transport the medications when the nurse and parent/guardian agree that the student is capable and responsible.

Friday:

1. The student will review the medications with the nurse and sign the *Medication Transport Form*. The medication and signed form is placed in a sealed plastic bag.
2. The student must keep his/her medications in his/her luggage.
3. Students under the age of 18 will give the sealed bag and *Medication Transport Form* to their parent/guardian.

Sunday:

1. Parent/guardian and student will fill out the top half of the *Medication Transport Form*. The medication and form are placed in a sealed bag.
2. The student must keep medications in his/her luggage.
3. When the student arrives at WSD, s/he is to go straight to Student Health Center to turn in medications and the *Medication Transport Form* to the nurse.
4. The nurse will review the *Medication Transport Form*, sign the form and count medications with the student.
5. If the student has no forms with his/her medications, the student will fill out the form and count medications with the nurse.

Notes:

- Parents/guardians are responsible to purchase prescription medications and keep enough at home for the weekend. WSD asks parents/guardians to send the school at least a month's supply of medications at a time in a properly labeled bottle.
- Students over the age of 18 have the same responsibility as the parents/guardians and can fill out and sign the *Medication Transport Forms*.
- Authorized adults can assume responsibility for the student's medications.