

# Medication Administration Training

School personnel who are not medically licensed must -

1. Receive training each year to administer medication during school activities before giving medications.
2. Review, understand and follow their school district's medication administration policy.
3. Receive oversight from the school nurse including periodic reviews and updates.

## Confidentiality

Students have a right to have their health information kept confidential. All health information of a student must remain confidential. Health information may only be shared on a need-to-know basis, and in an emergency.

Be aware that others may overhear your conversations about health with students, or that students or parents may overhear your conversations with other staff.

## The training program (annual)

- Watch the [medication administration video](#) - It's old but good.
- Watch the [epipen video](#)
- Watch the ["Inhalers" slide show](#)
- Take a quiz
- Get checked out by the nurse
- We will issue documentation of your training. The rules specify that anyone giving medications on field trips carry documentation of their training.

**IMPORTANT NOTE regarding the medication administration video:** Do not ever ever transfer medications out of the original container into another container. For the purposes of federal and state law, this is considered "dispensing" and can only be done by pharmacists. The video talks about transferring pills into a labeled envelope for a field trip. You must take the original vial or container on field trips.