

ADMINISTRATIVE POLICY

The online version of this policy is official.
Therefore, all printed versions of this
document are unofficial copies.

MEDICATIONS DISPOSAL

Clarksville-Montgomery County School System requires all medications and/or medication supplies to be retrieved by a parent/guardian at the end of the school year, when the medications expire, or are discontinued. After attempts to reach parent/guardian with the medication expiration notice ([HEA-F089](#)), any medication and/or medication supplies left in the school clinic will be disposed of in the following way:

- A witness will be present for the disposal of any medications.
- All oral medications (pills and liquids) will be properly disposed of by the school nurse.
- Any medications such as inhalers, etc. that cannot be flushed will be disposed of in a trash can.
- Any diabetic supplies such as syringes, insulin and lancets will be placed in the red sharps container. When the sharps containers are full they are placed in a red biohazard bag with a pair of gloves on top near the courier area and the warehouse is contacted for pick up and disposal.

Implementing Procedures: None.

Associated Documents: Medication expiration notice: [HEA-F089](#)

Revision History:

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
4/24/06		Initial Release
2/02/09	A	Add when the medications expire or are discontinued, after attempts to reach parent/guardian with notice to the first paragraph, add properly disposed of by the school nurse to send bullet and add Associated Documents

*** End of Policy ***