

MEDICAL GUIDELINES FOR BOARDING STUDENTS

All students and parents are expected to comply with the medical and therapeutic care coordinated by the **Idyllwild Arts Health Center (IAHC)** and **Counseling Center (CC)**. These policies help ensure the safety and well-being of all students on campus. Failure to comply with the policies outlined below may result in disciplinary action, which may include detention, medical leave, or dismissal from Idyllwild Arts Academy.



PARENT/GUARDIAN RESPONSIBILITIES

Health Information

- Register with **Magnus Health** through your parent school account and complete and sign all required health forms.
- Provide all requested medical and therapeutic information, including: Medical history and assessments, treatment plans and recommendations, current medications, and appointments with healthcare providers. Failure to disclose medical conditions or intentionally omitting important health information may result in medical leave or dismissal from campus.
- Parents must notify the Health Center as soon as possible about any changes to medications or insurance coverage

Prescriptions

- Obtain prescription medications from the prescribing provider with **enough refills to cover the academic year when possible.**
- Request transfers of any medications to be filled locally at Idyllwild Pharmacy, and alert the IAHC staff if a medication is expected to be filled/transferred.
- Ensure all medications arrive in **original packaging and labeled in English.**
- **Do not send OTC medications** unless previously approved by the Health Center.
- Parents must give permission if a student will take supplements or OTC medications **not stocked by the Health Center.**
- Parents are financially responsible for any insurance copayments/deductibles, any medications not covered by the insurance plan, or any medical items you request to be purchased for your student. The student account will be billed for these items and will show up on your bill as "Health Center Outside Fee"

STUDENT RESPONSIBILITIES

Medication Check-In

- **All medications must be turned in to the Health Center immediately upon arrival on campus,** including:
 - Prescription medications
 - Vitamins and supplements
 - Over-the-counter medications
- Any medications that the Health Center nurses approve for a student to keep in their possession will be labeled with a signed "approved" sticker and noted in the student's chart. Certain medications may be kept in dorm rooms if they are part of the *Weekly Supplement Program* at the discretion of the IAHC nurses.
- Any other medications found in a dorm room will be **confiscated and stored at the Health Center.** Confiscated medications will be sent home at the end of the semester. Medications not picked up by the end of the school year will be **destroyed according to policy.**

Medication Administration

- Students must visit the Health Center **daily for medication administration**, unless other arrangements are made. Medications are **not delivered to dorms or classrooms**.
- Students are responsible for remembering their medication times (using phone alarms or reminders).
- Students who repeatedly miss medication times may receive disciplinary consequences.
- Students must take medications **only as prescribed**.
- Students must **never share medications or take another student's medication**, as this can be dangerous and may result in disciplinary action, including possible expulsion.

Communication

Students must check email daily for messages from the Health Center or Counseling Center regarding appointments or medication schedules.

Report to the Health Center for any illness or injury and follow treatment instructions provided by medical staff.

RESPONSIBILITIES OF THE IDYLLWILD ARTS HEALTH CENTER

- Store prescription medications, OTC medications, and supplements safely according to school policy.
- Administer medications during regular Health Center hours in accordance with California state school health regulations.
- Assess and treat students for minor illnesses and injuries during the school year under the California Nurse Practice Act.
- Package medications for authorized school trips and breaks.
- Monitor medication supplies and request refills when needed.
- Communicate with pharmacies, providers, and parents when necessary.
- Document all injuries, illnesses, and medication administration in the student's electronic health record.
- Properly dispose of discontinued or unclaimed medications according to policy.

IMPORTANT MEDICATION GUIDELINES

- All medications must arrive in **original packaging**. Do not bring medications in pill boxes, plastic bags, or other containers to campus. IAHC **cannot accept or dispense** any medication that is not in original packaging.
- All medications **must be labeled in English**, unless accompanied by a physician-signed order translating the medication into English with instructions for administration. IAHC is **not allowed to administer medications for which we do not have a translation of the name or instructions**.
- IAHC has many over-the-counter remedies available for students if/when they are needed, and our space for storing excess medications is limited. **Please do not send your student to campus with over-the-counter (OTC) medications that are not part of your student's medication regimen.**
- Please **provide at least a two-week supply of each of your child's medications at the start of each semester**. This allows Health Center nurses adequate time to request refills, contact prescribing providers, or transfer prescriptions to the local pharmacy if needed.

SENDING MEDICATIONS TO CAMPUS

- Parents may deliver medications directly or mail medications to:
Idyllwild Arts Health Center Attn: (Student Name)
52500 Temecula Road #38
Idyllwild, CA 92549-0038

- **Please Note:** Any student packages that the Campus Mailroom suspects may contain medications or supplements are sent to the Health Center to open. Any medications or supplements will be removed from the package and an email sent to parents for permission to administer, if appropriate.

HOW TO TRANSFER A MEDICATION TO IDYLLWILD PHARMACY:

- Contact the current pharmacy where the medication is being filled and request a transfer to:
Idyllwild Pharmacy
54391 Village Center Dr #6
Idyllwild-Pine Cove, CA 92549
Phone: (951) 659-2135 **Fax:** (951) 659-2226
Email: idyllwildpharmacy@verizon.net
- The pharmacy accepts most insurance plans and will bill the insurance provider directly.
- Unless a prescription states **“Brand Name Medically Necessary,”** the pharmacy may dispense the generic equivalent.