



Know Your Rights

Q and A on Administration of Emergency Anti-Seizure Medications

YOU CANNOT BE FORCED TO ADMINISTER ANY ANTI-SEIZURE MEDICATIONS

1. **Q:** Can my principal/site administrator compel me to administer anti-seizure medications?
A: **NO!** Your decision to administer anti-seizure medications is completely voluntary.
2. **Q:** If I choose to administer medication, is a training required?
A: **YES!** A training must be taken.
3. **Q:** Must I complete the training before I can administer medication?
A: **YES!** Before you can administer medication, the training must be complete **AND** documentation of your completion must be recorded in your personnel file.
4. **Q:** Who is qualified to train and supervise volunteer non-medical school personnel?
A: The persons authorized to train and supervise are:
 - i) a physician and a surgeon
 - ii) a physician assistant
 - iii) a credentialed school nurse
 - iv) a registered nurse
 - v) a certificated school nurse
5. **Q:** Does the training expire?
A: **YES!** If the employee has not administered the anti-seizure medication within the past two years and there is a student enrolled in the school who may need the medication, the volunteer must be retrained.
6. **Q:** May I rescind my offer to administer anti-seizure medication?
A: **YES!** You can rescind your offer to administer anti-seizure medication up to three (3) days after completing the training. After three days, you can rescind your offer with a two week notice or until a new individual health plan or Section 504 has been developed for the affected pupil, whichever is less.

NOTE: *During this two week period, you could be expected to administer the anti-seizure medication.*

IF YOU HAVE ANY DOUBTS OR RESERVATIONS ABOUT PERFORMING THIS PROCEDURE, DO NOT VOLUNTEER!

7. **Q:** Does my employer provide a defense and indemnification for me if I choose to volunteer?

A: **YES!** Defense and indemnification will be provided by the school district, county office of education or charter school.

8. **Q:** Am I contractually required to administer anti-seizure medication?

A: **NO!** Article IX, Section 11.0 (d) states that no employee shall be requested or required to perform any medical procedure on a student. This is a contractual protection and could be grieved.

If you have any questions, please contact your UTLA chapter chair, or your UTLA professional staff person, or email your questions to webmaster@utla.net