

**POMONA UNIFIED SCHOOL DISTRICT
HEALTH SERVICES & PROGRAMS**

PROCEDURE FOR MEDICATION/TREATMENT ERROR

With a medication or treatment error, the following will be observed:

1. Assess student status for any allergic/anaphylactic reaction. If severe, call 911.
2. Notify school nurse and site administrator.
3. Report error to student's healthcare provider and parent. If they cannot be reached, contact Health Services office at 397-4648 ext. 28352
4. Complete a Legal Counsel Questionnaire form and mail to Amy McElwain, Risk Management. File a copy with other confidential files at the site health office.
5. Direct parents or others with inquiries to Risk Management.

Note order change of above

SECTION 3