Parents/guardians must notify the school nurse (or designated school official "on call" in the event that the nurse is unavailable) if students take or are prescribed medication (whether over-the-counter or filled by a pharmacy). The parent/guardian must also notify the school nurse if a student is under a doctor's or other medical provider's care and if the student has any known medical condition. Medical forms are available from the school nurse.

Parents/guardians are responsible to notify the Nurse of the necessity for a student's use of medication while under the care of the school. Such information must be provided to the nurse in writing prior to the student's enrollment, or immediately after prescribed medication has been ordered by a qualified healthcare professional during the course of the school year. A physician's or other medical care provider's written order is required for each prescription medication a student will be taking while at school.

If the applicable medical forms are not completed to the best of the parent/guardian's knowledge relative to the medical needs of the student, LSMSA reserves the right to take any action deemed necessary as a result of a parent/guardian's failure to fully and timely notify the school about a student's medical needs, including the possibility of third-party legal action. LSMSA assumes no responsibility for adverse reactions which may occur when a student does not have a sufficient supply of needed medication on hand at the school.