

Non-Prescription Drug Dispensing

General Guidelines

1. Over the counter (OTC) medications are to be stored in a locked cabinet in the athletic training rooms with only certified athletic training staff members having access to the keys. What OTC medications that are not locked inside the athletic training room will be locked in the athletic training storage room.
2. OTC's will be maintained in single-dose packets, complete with information required by the FDA's 7-point label guideline.
3. A drug-dispensing log will be used in each facility. The log will include the date of disposal, name of medication, number of doses, lot number of particular drug, and will require both the student-athlete and athletic trainer's signature.
4. Expired medications will be disposed of immediately.
5. OTC medications cannot be administered to minors without parental signed consent.

Traveling with OTC Medications

1. All travel kits containing OTC drugs will be routinely inspected for drug quality, security and expiration dates.
2. All OTC medications will be within the possession of the athletic trainer when traveling and not under the bus or plane.