

## **Undesignated Stock of Albuterol for Schools Frequently Asked Questions**

Last Updated 7.15.24

### **1) Which schools are required to carry undesignated stock of albuterol for students?**

Per the [Code](#), only public schools are required to have an undesignated stock of albuterol with a valved holding chamber or spacer for students thought to be experiencing respiratory distress. Private schools may choose to additionally carry an undesignated stock of albuterol with spacer. Policies and procedures must be established at the local level.

### **2) What documentation is the school required to have on file for undesignated stock albuterol?**

Schools are required to have the following:

- Current standing order
- Policies, procedures and training procedures
- Records of all individuals who have completed training
- Records of all students who have received undesignated stock medication
- Memorandum of Understanding (MOU) - only required if purchasing albuterol from VDH Division of Pharmacy Services (DPS)

These records may be requested by the Local Health Department or Virginia Department of Health.

### **3) Where can I find the standing order for undesignated stock albuterol?**

Public schools in need of a signed standing order can request assistance from VDH Division of Pharmacy Services [here](#). A signed standing order will be obtained from the local health district director and provided to the requesting school point of contact. The school must keep this standing order on file.

Private schools may access a standing order template [here](#) and request signature from a contracted medical director or local health district director. The school must keep this standing order on file.

### **4) Where can I purchase albuterol for my school?**

Albuterol and spacers can all be purchased at either a 1) local pharmacy or 2) through the VDH Division of Pharmacy Services.

**5) What is the cost of albuterol and additional supplies if purchased through VDH Division of Pharmacy Services?**

<b>Medication or Medical Device</b>	<b>Price* for Public K-12 Schools</b>	<b>Price* for Private K-12 Schools</b>
Albuterol inhaler (90 mcg, 6.7 gm inhaler, 200 puffs per inhaler)	\$25	\$54
Valved holding chamber/spacer (LiteAir - Disposable (labeled for 1 week use for the same person), Dual Valved, Holding Chamber)	\$7.50	\$7.50
Valved holding chamber/spacer <b>without mask</b> (Plastic, Reusable, Traditional, Dual Valved, Holding Chamber)	\$17.50	\$17.50
Valved holding chamber/spacer <b>with small mask</b> aerochamber (for smaller children) (Plastic, Reusable, Traditional, Antistatic Valved, Holding Chamber, Comfortseal mask built in)	\$30.00	\$30.00
Valved holding chamber/spacer with <b>medium mask</b> aerochamber (for smaller children) (Plastic, Reusable, Traditional, Antistatic Valved, Holding Chamber, Comfortseal mask built in)	\$30.00	\$30.00
Valved holding chamber/spacer with <b>large mask</b> aerochamber (for larger children/adults) (Plastic, Reusable, Traditional, Antistatic Valved, Holding Chamber, Comfortseal mask built in)	\$30.00	\$30.00

\*Priced are inclusive of shipping costs. Pricing may be updated if VDH pricing changes. Public schools are eligible to receive reduced medication prices as a government entity. Private schools are not eligible to receive reduced medication prices.

**6) Why did my local pharmacy tell me that they can't provide this medication without a prescription?**

While pharmacies are allowed to distribute undesignated stock of medications per the Virginia Code, it's not a common practice in most community pharmacies and may be against many large chain company policies. If a school is interested in purchasing these medications from a local pharmacy, a pharmacist at an independent pharmacy may be more familiar with this policy and the procedure to distribute medication pursuant to a standing order.

**7) How do I obtain a MOU to purchase the medication through the VDH Pharmacy?**

Schools must “apply” for an MOU. The person acting on behalf of the school should complete the [application form](#), also referred to as “Step 1 APPLY”, found on the [VDH Pharmacy website for K-12 Public and Private School Orders](#). After an application is submitted, VDH personnel will send the MOU to the requestor through DocuSign for a signature. After the person acting on behalf of the school signs the MOU, the MOU must be signed by VDH personnel. The MOU is not fully executed until it is signed by VDH. The execution process usually takes 2 weeks and schools may not order medication or supplies until the MOU is fully executed. For questions, please reach out to [pharmacyvisions@vdh.virginia.gov](mailto:pharmacyvisions@vdh.virginia.gov).

**8) Will I receive a copy of my school's fully executed MOU?**

Yes, VDH pharmacy staff will send a fully executed copy of the MOU to the school for recordkeeping purposes.

**9) How do I order medications or supplies through VDH Pharmacy after I have an executed MOU?**

Schools must order supplies by clicking the “[Use this form to APPLY](#)” button on the [VDH Pharmacy website for K-12 Public and Private School Orders](#) website.

**10) Where can the school divisions find information about the training modules?**

The Virginia Department of Education (VDOE) has provided an on-line training module for use by school personnel. The link to the modules and quiz may be accessed [here](#).

Select "By Course" Use of Undesignated Stock Albuterol In Schools training in the drop-down menu in order to access both the modules and the quiz. *Do not select the "By Topic" option.*

Schools are not required to use the training modules provided by DOE and can create their own training process to document employee knowledge/competency.

**11) Where do school divisions find more information about the guidelines?**

Additional information can be found by utilizing the following links for [Guidelines for Managing Asthma in the School Setting](#) and the [Virginia Asthma Action Plan](#) .

**12) How long is the entire application process?**

Schools should plan for the process to take approximately 2-3 weeks to receive the medication. VDH Division of Pharmacy Services will do its best to expedite the process as much as possible. If you have any questions regarding the ordering process through VDH, please reach out to [pharmacyvisions@vdh.virginia.gov](mailto:pharmacyvisions@vdh.virginia.gov).