

## **ADMINISTRATION OF EPINEPHRINE INFORMATION SHEET**

- 1) The active ingredient in the EpiPen is Epinephrine
- 2) Symptoms signaling the onset of a severe allergic reaction, also called anaphylaxis, can be any or all of the following:
  - a. Itching of the skin and raise rash (hives)
  - b. Flushing, swelling of the tissues of the lips, throat, tongue, hands, feet
  - c. Wheezing, shortness of breath, coughing, hoarseness
  - d. Headache
  - e. Nausea, vomiting, abdominal cramps
  - f. Sense of impending doom, loss of consciousness
- 3) The proper site for administration of the epinephrine is through the use of an Auto Injector in the thigh. The injections can be given through clothing.
- 4) The medication in the EpiPen acts by:
  - a. Relaxing smooth muscles in the lungs to improve breathing
  - b. Stimulating the heart and constricting blood vessels
  - c. Working to reverse hives and swelling around the face and lips
- 5) The steps to use the EpiPen include the following:
  - a. Pull off safety cap
  - b. Place black tip on outer thigh and hold firmly in place. May be injected through clothing.
  - c. Push EpiPen Auto Injector against thigh until activates and hold in place for approximately 10 seconds
  - d. Place sharps in disposal box for safe disposal
  - e. Keep victim warm and avoid unnecessary movement
- 6) The EpiPen should begin to work in 1-3 minutes. The EpiPen's effects can last from 10-20 minutes.
- 7) Following the administration of the EpiPen Auto Injector you should:
  - a. Call 911
  - b. Notify parents/guardians of the student
  - c. Notify the building nurse and/or administration
  - d. Building nurse notifies Certified School Nurse
  - e. Fill out Student Accident Report and fax to the Superintendent's Office
  - f. Document event in the student's health records.

**ADMINISTRATION OF EPPINEPHRINE EMPLOYEE COMPETENCE**  
**VERIFICATION OF TRAINING**

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

The above named certified staff member has demonstrated understanding and competency in:

- 1) \_\_\_\_\_ Knowledge of District procedures
- 2) \_\_\_\_\_ Identifies signs and symptoms of anaphylaxis/severe allergic reactions
- 3) \_\_\_\_\_ Verbalizes drug action of Epinephrine
- 4) \_\_\_\_\_ Demonstrates appropriate dose based on body weight  
\_\_\_\_\_ 0.3mg = adult > 55 lbs. \_\_\_\_\_ 0.15mg = child < 55 lbs.
- 5) \_\_\_\_\_ Demonstrated removal of safety cap
- 6) \_\_\_\_\_ Chooses proper injection site (thigh)
- 7) \_\_\_\_\_ Holds injector demonstrator against site for 10 seconds
- 8) \_\_\_\_\_ Calls 911
- 9) \_\_\_\_\_ Properly discards EpiPen demonstrator

Certified Staff Member Signature \_\_\_\_\_ Date: \_\_\_\_\_

Registered Nurse Signature \_\_\_\_\_ Date: \_\_\_\_\_

I hereby acknowledge that the individual listed above has demonstrated EpiPen Auto Injector administration competency by successfully passing the Employee Competency Test and through practical demonstration of the administration of an EpiPen Auto Injector demonstrator.

## **EMERGENCY EPIPEN-AUTOINJECTION GUIDELINES**

The administration of epinephrine is approved for use in the Harlem CUSD #122. This standing order, signed by the Health Physician, is kept in the Student Support Services Office. A copy of this order is available at each building's nursing office. The use of EpiPen (or equivalent) may be used when students or staff exhibit signs or symptoms of any anaphylactic reaction. These guidelines are to be followed:

**PURPOSE:** To ensure proper procedure when administering epinephrine via EpiPen Auto Injector (or equivalent) for anaphylaxis or extreme allergic reaction.

### **DEFINITIONS:**

**Anaphylaxis-** an allergic hypersensitivity reaction of the body to a foreign protein or drug reaction that constitutes anaphylactic shock may occur suddenly.

**EpiPen Auto Injector-** a disposable drug delivery system with a spring activated, concealed needle. It is designed for emergency administration to provide rapid, convenient first aid for individuals sensitive to potentially fatal allergic reactions. EpiPen, 0.3mg, and EpiPen Jr., 0.15mg. Epinephrine or equivalent may be used in the schools.

### **PROCEDURE:**

- 1) Nurse or trained staff members will identify symptoms that signal onset of an extreme allergic reaction. Symptoms include:
  - a. Itching of the skin and raise rash (hives)
  - b. Flushing, swelling of the tissues of the lips, throat, tongue, hands, feet
  - c. Wheezing, shortness of breath, coughing, hoarseness
  - d. Headache
  - e. Nausea, vomiting, abdominal cramps
  - f. Sense of impending doom, loss of consciousness
  
- 2) Procedure for administration of epinephrine through the use of EpiPen Auto Injectors (or equivalent):
  - a. Pull off safety cap

- b. Place black tip on outer thigh and hold firmly in place. May be injected through clothing.
  - c. Push EpiPen Auto Injector against thigh until activates and hold in place for approximately 10 seconds
  - d. Place sharps in disposal box for safe disposal
  - e. Keep victim warm and avoid unnecessary movement
- 3) **Call 911**. Every time epinephrine is administered for an anaphylactic reaction emergency services must be called immediately. You will often see immediate improvement of symptoms, but the symptoms may return again with 10-15 minutes.
- 4) Call parents/guardians of the student. Fill out a Student Accident Report and fax to the Superintendent's Office.
- 5) Document the event on the Student Accident Report and the student's health record.

## **GUIDELINES FOR TRAINING OF STAFF IN ADMINISTRATION OF EPINEPHRINE**

Harlem's certified staff may be trained in the administration of epinephrine via use of EpiPen (or equivalent) in the event of an anaphylactic or severe allergic reaction. The school nurse under the guidance of the principal should identify the needs of the building and determine any appropriate staff willing to be trained.

### **PURPOSE:**

To ensure that certified staff, other than the nurse, is competent in administering emergency medication via EpiPen (or equivalent).

### **GUIDELINES:**

Certified staff other than the nurse may be instructed and trained to ensure competence in administering epinephrine via EpiPen in the event of an anaphylactic or severe allergic reaction. These certified staff member must demonstrate competency.

### **PROCEDURE:**

- 1) Certified staff members who are willing to be trained to administer epinephrine must be given training in the administration of EpiPen Auto Injectors.
- 2) The certified staff member who is interested in being trained will be instructed regarding the District's procedures, signs and symptoms of anaphylactic and severe allergic reactions, and the necessity of calling 911 for this emergency.
- 3) The certified staff member must complete a written test on which they must obtain a score of 100% and also demonstrate competence in the administration of EpiPen Auto Injector via a training device to the building nurse.
- 4) Certified staff members trained must sign the Employee Competence Verification Form after successful training and testing is completed.

APPROVED: