

**Virtual Learning Academy of St. Clair County (VLA)
Board of Education Policy**

Epinephrine Auto Injectors

Students who are prescribed Epinephrine to treat Anaphylaxis shall be allowed to self-possess and self-administer the medication if they meet the conditions as stated in Policy 8670.

Commencing with the 2014-15 school year, VLA shall have at least two (2) Epinephrine auto-injectors (Epi-Pens) available at the school site. It shall be the responsibility of Director to be sure that the supply of Epi-Pens is maintained at the appropriate level and they have not expired. The Director shall also be responsible for coordinating the training of VLA employees to administer Epi-Pen injections and to maintain the list of employees authorized to administer such injections.

Individuals Qualified to Administer

Only a licensed, registered professional nurse or a school employee who has successfully passed the required training shall be allowed to possess and administer Epi-Pen injections to students. The persons authorized to use the VLA maintained Epi-Pens will be maintained in each school by the Director, and shall be available on an electronically accessible site for employees' reference.

The VLA shall have at least two people trained in the appropriate use and administration of an Epi-Pen injection. In each school with ten (10) or more combined instructional and administrative staff, at least two (2) employees at that site shall be appropriately trained in the use of an Epi-Pen.

Training of employees on the appropriate use and administration of an Epi-Pen injection shall be done in accordance with any guidelines provided by the Michigan Department of Education, and shall be conducted under the supervision of a licensed registered professional nurse. The training shall include an evaluation by the nurse of the employees' understanding of the protocols for administering an Epi-Pen injection with a certificate of completion provided.

Students to Whom Injections May Be Administered

Only a licensed, registered, professional nurse or trained and authorized employees under this policy may administer Epi-Pen injections to:

1. Any student who has a prescription on file with the VLA, in accordance with the directives in such prescription, and

2. Any individual on school grounds who is believed to be having an Anaphylactic reaction.

Reporting of Injections

Any person who administers an Epi-Pen injection to a student shall promptly notify the Building Director, who shall be responsible for promptly notifying the student's parent/guardian that an injection has been administered.

All Epi-Pen injections by VLA employees to students shall be reported in writing to the Director of the VLA. The report shall include whether the school's or student's Epi-Pen was used, and whether the student was previously known to be subject to severe allergic reaction (Anaphylaxis).

The VLA shall at least annually report to the Michigan Department of Education, in the form and manner determined by the Department, information on the number of injections provided to students, the number of injections with District Epi-Pens and the number of incidents where students were not known to be subject to severe allergic reactions.

Approved: September 24, 2014

LEGAL REF: MCL 380.1178, 380.1179, 380.1179. A Michigan Department of Education, Model Policy and Guidelines for Administering Medications to Pupils at School © NEOLA 2014. (This policy is provided by MASB to the District with permission from NEOLA)