

## MODEL PROTOCOL

### ADMINISTRATION OF GLUCAGON FOR INJECTION

Disclaimer: NASN's model protocols and/or language are intended as examples that may serve as a tool for those responsible for drafting protocols that meet the needs of a local school or district. These examples are not authoritarian, nor should they be viewed as complying with any requirements specific or unique to any school or district. Model policies and language should not substitute or replace the advice of legal counsel and/or research on applicable federal or local laws, regulations or ordinances.

#### Needed Supplies:

- Glucagon kit
- Gloves
- Alcohol swabs

#### Storage:

- Store the kit at controlled room temperature between 20° to 25°C (68° to 77°F) before mixing glucagon with the diluent.
- Glucagon that has been mixed with diluent should be used immediately.
- Discard any unused portion.
- Solutions should be clear and of a water-like consistency at time of use.

#### Procedure for Medication Administration:

1. Identify that symptoms of a severe low blood sugar reaction are present and that based on the child's diabetes emergency plan, medication needs to be given.
2. Call for assistance.
  - a. Ask that another school staff person call 911 or emergency medical services.
3. Explain the procedure to the child at his/her level of understanding.
4. Assemble supplies and place on a clean surface.
5. Review the student's diabetes emergency action plan.
6. Check the bottle of medication to ensure that it is:
  - a. for the right child
  - b. the right medication
  - c. the right dose
  - d. being given at the right time
  - e. being given by the right route
  - f. not expired.
7. Wash your hands if possible.
8. Put on gloves.
9. Remove the glucagon vial and syringe containing the liquid or diluent from the case.
10. Remove the gray cap from the vial.

11. Remove the cap from the syringe.
  - a. Do not remove the plastic clip from the syringe, as this may allow the push rod to come out of the syringe.
12. Insert the needle tip in the center top of the rubber stopper on the vial and slowly push the diluent from the syringe into the vial.
13. Gently swirl the vial with the syringe still in the vial until the solution is clear (this takes about 10-15 seconds).
  - a. Glucagon should not be used unless the solution is clear and of a water-like consistency.
14. Turn the vial upside down, being sure that the needle does not fall out of the vial.
15. Pull the solution into the syringe, by pulling back on the plunger, as you withdraw the ordered amount of glucagon solution.
16. If present, remove air bubbles by tapping on the outside of the syringe and expelling the air or by pushing the dose back into the vial and pulling back on the plunger again.
17. Identify the location (buttock, thigh, or arm) for the injection.
18. Cleanse the injection site with an alcohol wipe.
19. Insert the needle into the skin at a 90-degree angle.
20. Slowly inject the solution.
21. Remove syringe.
22. Put the used syringe in the carrying case.
23. Close the carrying case to avoid a possible needle stick injury.
24. Apply pressure using the alcohol wipe and gently massage injection site.
25. If the student is not lying on their side, move the student to a side-lying position because vomiting often follows the injection of glucagon.
  - a. If needed, ask another person for assistance.
26. If alone with student, and you have not already called 911 or emergency medical service, do so now.
27. Monitor the student's arousal, pulse and respirations:
  - a. if breathing stops, move the student onto their back
  - b. begin rescue breaths
  - c. if breathing and heartbeat stop, begin CPR.
28. As soon as the individual is awake and able to swallow, give the individual a fast acting source of sugar (such as fruit juice).
29. Once rescue squad arrives, inform them of medication administered, including type of medication, dose and time.
  - a. Send along glucagon kit along with used dose.
30. Dispose of all used materials in proper receptacles.
31. Remove gloves and wash hands.
32. Follow up with the parent or guardian and healthcare provider, as needed.
33. Document medication administration in the student's medication administration log.

## References:

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