

University of Chicago Laboratory Schools

Undesignated Epinephrine Policy

I. Purpose

The purpose of this policy is to establish guidelines and procedures governing the use of undesignated epinephrine administered by school nurses at the University of Chicago Laboratory Schools. Undesignated epinephrine means epinephrine prescribed in the name of the University of Chicago Laboratory Schools.

II. Policy

Per [105 ILCS 5/22-30](#), it is the policy of the University of Chicago Laboratory Schools that it shall provide and maintain on-site at the Historic Campus and Earl Shapiro Hall undesignated epinephrine. The school nurse may (1) provide an undesignated epinephrine injector to a student for self-administration only or any personnel authorized under a student's Individual Health Care Action Plan, Illinois Food Allergy Emergency Action Plan and Treatment Authorization Form, plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or individualized education program plan to administer to the student that meets the student's prescription on file; (2) administer an undesignated epinephrine injector that meets the prescription on file to any student who has an Individual Health Care Action Plan, Illinois Food Allergy Emergency Action Plan and Treatment Authorization Form, plan pursuant to Section 504 of the federal Rehabilitation Act of 1973, or individualized education program plan that authorizes the use of an epinephrine injector; (3) administer an undesignated epinephrine injector to any person that the school nurse in good faith believes is having an anaphylactic reaction.

The school nurse may administer undesignated epinephrine to any person whom the school nurse in good faith believes is having an anaphylactic reaction while in school, while at a school-sponsored activity, while under the supervision of school personnel, or before or after normal school activities, including before-school or after-school care on school-operated property. A school nurse may carry undesignated epinephrine on his or her person while in school or at a school-sponsored activity.

The University of Chicago Laboratory Schools and its employees and agents are to incur no liability or professional discipline, except for willful and wanton conduct, as a result of any injury arising from the administration of undesignated epinephrine regardless of whether authorization was given by a student's parents or guardians or by the student's physician, physician assistant, or advanced practice registered nurse. The school nurse shall accept a written or email request from a parent or guardian stating that their student shall not be administered undesignated epinephrine under any circumstances. This policy is communicated to parents and guardians in the division handbooks.

III. Training

Prior to the administration of undesignated epinephrine, school nurses will submit proof of completion of a training curriculum to the lead nurse. The training curriculum will address how to recognize and respond to anaphylaxis, and meet the following requirements:

1. how to recognize signs and symptoms of an allergic reaction, including anaphylaxis;
2. how to administer an epinephrine injector; and
3. a test demonstrating competency of the knowledge required to recognize anaphylaxis and administer an epinephrine injector;
4. a review of high-risk areas within the schools and its related facilities;
5. steps to take to prevent exposure to allergens;
6. emergency follow-up procedures, including the importance of calling 9-1-1 or, if 9-1-1 is not available, other local emergency medical services;
7. how to respond to a student with a known allergy, as well as a student with a previously unknown allergy;
8. other criteria as determined in rules adopted pursuant to this Section; and any policy developed by the State Board of Education under Section 2-3.190.

Training will also include:

1. where the undesignated epinephrine is stored and how to access the drug;
2. the method by which the school nurse will be notified of an incident that could require the administration of undesignated epinephrine and
3. the process for administering the specific undesignated epinephrine identified in the standing order.

IV. Procurement of Epinephrine









- a. The school nurse will be responsible for the procurement of undesignated epinephrine through Mylan’s EpiPens4Schools program. The school lead nurse shall prepare standing orders and update annually.
- b. The school nurse should have the following supplies:
 - i. Epinephrine Single Dose Auto-Injectors: Pediatric < 60 lbs (0.15 mg) and Adult ≥ 60 lbs (0.3mg)
 - ii. Written instructions

V. Storage

1. Epinephrine will be clearly marked and stored in the waiting rooms of the ESH (104), Blaine (S112) and U-High (C-124) Nurse Offices. It will be accessible before, during, and after school. The standing protocol for administering epinephrine will be kept near the epinephrine.
2. Epinephrine will be stored in accordance with the manufacturer's instructions: Store at 68 to 77 degrees F. Do not refrigerate. Protect from light.
3. Inspection of the epinephrine shall be conducted regularly, including tracking the expiration date found on the box and injector.

VI. Use

Check for signs of anaphylaxis:

PREVENT		PLAN		▶ RECOGNIZE	RESPOND
 RECOGNIZE: Anaphylaxis Look for ANY SEVERE symptoms.					
LUNGS 	HEART 	THROAT 	MOUTH 		
<ul style="list-style-type: none"> ▪ Shortness of breath ▪ Wheezing ▪ Repetitive cough 	<ul style="list-style-type: none"> ▪ Pale or bluish skin ▪ Faintness ▪ Weak pulse ▪ Dizziness 	<ul style="list-style-type: none"> ▪ Tight or hoarse throat ▪ Trouble breathing ▪ Trouble swallowing 	<ul style="list-style-type: none"> ▪ Significant swelling of the tongue or lips 		
SKIN 	GUT 	OTHER 			
<ul style="list-style-type: none"> ▪ Many hives over body ▪ Widespread redness 	<ul style="list-style-type: none"> ▪ Repetitive vomiting ▪ Severe diarrhea 	<ul style="list-style-type: none"> ▪ Feeling that something bad is about to happen ▪ Anxiety ▪ Confusion 			
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PREVENT

PLAN

▶ RECOGNIZE

RESPOND

RECOGNIZE: Anaphylaxis

NOSE



- Itchy or runny nose
- Sneezing

MOUTH



- Itchy mouth

SKIN

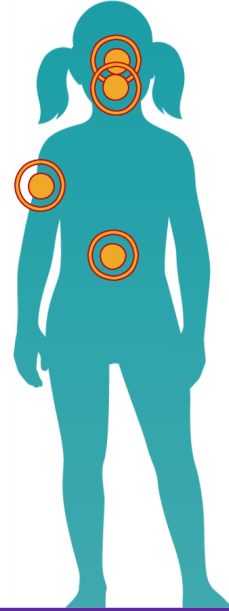


- A few hives
- Mild itch

GUT



- Mild nausea or discomfort



Look for more than one MILD symptom.

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If an individual is demonstrating ANY severe symptom of anaphylaxis or more than one mild symptom, administer the epinephrine appropriate for the individual's weight. For individuals < 60 lbs use the 0.15 mg/green auto-injector, and for individuals \geq 60 lbs use the 0.3mg/yellow auto-injector.

Standard Procedures and Protocol for Emergency Use of Epinephrine Auto-Injector

1. Take the epinephrine auto-injector out of the clear plastic carrier tube.
2. Grasp the auto-injector with your dominant hand forming a fist, with orange tip down (contains needle). Never press, push, or put your fingers or hand over this orange area.
3. With your other hand, pull off the blue safety release.
4. Hold the orange tip near the person's middle outer thigh. Swing and firmly push at a 90 degree angle until "click" is heard. *The injection will go through clothing (avoid thick seams & pockets).
5. Hold for 3 seconds and massage site for 10 seconds.
6. Orange tip stays extended and covers the needle. Keep the auto-injector.
7. Call 911 and stay with the person until emergency medical personnel arrive.
8. Call the student's parent or guardian.
9. Notify the school administrator..

VII. FOLLOW-UP

1. The school nurse will
 - a. Write an incident report.
 - b. Debrief with Lab's Emergency Management Team if applicable

2. After administration of epinephrine, the school nurse will follow Illinois General Assembly's reporting protocols.
 - a. Within 24 hours after the administration of undesignated epinephrine, *if applicable*, the lead nurse will notify the health care professional who provided the prescription for the epinephrine of its use.
 - b. Within 3 days after the administration of undesignated asthma medication by the school nurse at a school or school-sponsored activity, the lead nurse will report to the State Board of Education, on a form and in a manner prescribed by the State Board of Education, the following information:
 - i. age and type of person receiving epinephrine (student, staff, visitor);
 - ii. any previously known diagnosis of a severe allergy;
 - iii. trigger that precipitated allergic episode;
 - iv. location where symptoms developed;
 - v. number of doses administered;
 - vi. type of person administering epinephrine (school nurse, trained personnel, student); and
 - vii. any other information required by the State Board.

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