

STUDENTS WITH POTENTIAL FOR ANAPHYLAXIS REACTION PROTOCOL

- I. School Nurse will identify students with history of anaphylaxis at the beginning of the school year or upon admission during school.
- II. **SCHOOL NURSE:**
 1. **Immediately upon enrollment, have parent sign emergency card, Authorization to Administer Medication form and Anaphylaxis Health plan for his/her signature.**
 2. Telephone parent/guardian and obtain history of past allergic reactions, document information on confidential health list for teacher and complete Anaphylaxis health plan (attached).
 3. **Both the authorization to Administer Medication form as well as the Anaphylaxis Health Plan should be signed by parent/guardian and physician.**
 4. If the student is Special Education eligible, the IEP process must include an Anaphylaxis Health Plan following the standards of protocol within this document.
 5. Inform parent/guardian of 504 options if student has an emergency order for the Epi-pen.
 6. Mail Anaphylaxis Health Plan and Authorization to Administer Medication forms to parent/guardian who can obtain physician's signature.
 7. Mail 504 Rights Notification to parent/guardian.
 8. Document call, response and mailings in health insert.
 9. Inform and distribute the Anaphylaxis Health Plan to classroom teachers, bus drivers, PE teacher, office staff, recess supervisor, and resource specialist/Special Education Disaster Packet.
 10. Attach temporary Anaphylaxis Health Plan to signed Emergency Card.
 11. As case manager, the nurse is responsible to follow up with necessary staff teaching and review of Anaphylaxis Nursing Plan.
 - IF 504 DECLINED BY PARENT:
 - Await receipt of release of information and physician's authorization.
 - Modify temporary plan to reflect the physician's revision.
 - Hold 504 meeting without parent/guardian and determine plan.
 - Update staff to include changes and modification of health plan.
 - Send 504 plan to parent/guardian for signature.
 - IF 504 REQUESTED BY PARENT:
 - Schedule and coordinate 504 meeting with local team.
 - Participate in 504 meeting to develop plan.
 - Distribute 504 accommodations to classroom teachers, PE teachers, office staff, bus drivers, recess supervisor, resource specialist/Special Education as appropriate. Also distribute to disaster packet and attach to emergency card, and for field trip accommodations.
- III. School Nurse will ensure emergency Epi-pen Kit and contents in place at school.
 1. Parent/Guardian's responsibility to provide Epi-pen Kit.
 2. One Epi-pen Kit will remain in office for emergency and may be obtained for field trips.
 3. Anaphylaxis Health Plan to be placed with the Epi-pen Kit.
 4. Expiration date of medication is to be monitored by school nurse.
 5. Epi-pen medication kit is to be returned to parent at the end of the school year.
- IV. School Nurse will identify, in cooperation with site administrator, school staff to be trained for Epi-pen injections in the event of an emergency.