



## **Protocol for Anti-Seizure Medications, Including Diazepam Gel**

Bartlett City Schools recognizes its responsibility to protect the health and safety of its students as well as to uphold their individual rights, and the District makes this statement related to child health and well-being for students with epilepsy and/or seizure disorders.

The purpose of administering medications in school is to help each child maintain an optimal state of health to enhance his or her education. In accordance with T.C.A. 49-50-1602 and BCS Policy 6011, Bartlett City Schools shall permit an employee, who has been properly trained by a registered nurse and who volunteers under no duress or pressure, to administer anti-seizure medication in emergency situations to a student in compliance with the individual student's IHP. However, if a school nurse is available, on site, and able to reach the student within the time limit for administration specified in the student's IHP, then the nurse shall administer the anti-seizure medication to the student. At least one (1) school employee is to serve as a witness on any occasion a volunteer employee administers emergency anti-seizure medication unless a witness is unavailable due to the nature of the emergency.

The following information shall be considered when developing an IHP, 504, or IEP for a student diagnosed with epilepsy/seizure disorder:

- All medical diagnoses that may impact medication administration
- Known allergies to food or medication
- Specific seizure history
- Specific type(s) of seizure(s)
- Student's response to previous administration of emergency anti-seizure medication, if any
- Frequency of seizure activity
- Description of unusual seizure activity
- Usual duration of seizure activity
- Usual post-seizure activity and plan
- Medications, including any that may increase the likelihood of seizure activity requiring the need for emergency anti-seizure medication
- Previous medication history
- Requirements for reporting administration of emergency anti-seizure medication, prescription medication, or over-the-counter medications administered when the student is not present at school. Such notification shall be given after the administration of medication before or at the beginning of the next school day in which the student is in attendance.

### **Medication**

- Anti-seizure rescue medication must be presented in the original package with the dosage locked in by the dispensing pharmacy and should be clearly labeled for the corresponding student as reflected in the student's IHP.

- The written authorization to administer emergency anti-seizure medication shall be kept on file in the office of the school nurse or the main office. Unless rescinded in writing, the authorization shall be effective for one school year, and authorizations must be obtained annually.
- School nurses and employees must adhere to processes which clearly identify students who require diazepam gel in an emergency situation. **Not all students with seizure disorders have seizures that are aborted with diazepam gel.**
- Diazepam gel, or any other anti-seizure rescue medication, should be readily available at school for administration by a school nurse if needed while on campus.
- Parents should provide a secondary prescription to remain secured at the school for emergency use. Anti-seizure medication will not be transported to and from school daily.
- At least 1 month prior to the expiration date, the school nurse will inform the student's parent/guardian or the pending expiration date and the need for replacement medication in the original package with the dosage locked in by the dispensing pharmacy with a prescription label affixed.
- A parent or guardian shall, in accordance with the student's IHP, notify the school nurse or administrator if emergency anti-seizure medication or prescription over the counter medication is administered to the student outside of school hours.

#### **Medication Administration**

- BCS school nurses and volunteer employees shall ensure that the following is in place **before** anti-seizure medication is administered at school or at a school related activity:
  - Medication authorization form completed by health care provider and signed by parent including indications/contraindications and follow up plan
  - Individualized Health Plan, 504 Plan, or Individualized Education Plan indicating the necessity of anti-seizure medication
  - Medication stored securely in school nurse or main office or other authorized, readily accessible, secure location
  - Trained volunteer employees **must** have current CPR certification
  - Health care provider orders and instructions for emergency anti-seizure medication administration, including orders for rectal diazepam administration, in the student's IHP, 504 Plan, or IEP, along with supplies necessary for administration and communication with EMS/parent
  - Training and knowledge of what type of seizure activity the anti-seizure medicine is intended to stop and how many minutes into seizure activity the medicine should be administered, as prescribed by a health care provider
  - Rectal diazepam orders must include the following:
    - Duration and type of seizure activity preceding rectal diazepam administration.
    - Any contraindications to rectal diazepam gel
    - Exact dose of medication
  - School nurse or volunteer employee must verify that the dosage matches the healthcare order prior to administration
- BCS nurses and volunteer employees shall adhere to the five (5) "R's" of administration:
  1. Right patient (student)
  2. Right drug or treatment

3. Right dose
4. Right time
5. Right route of administration

### **Transportation**

- No student shall be excluded from participation in transportation, field trips, or any extracurricular program or activity due to that student's seizure disorder. Notwithstanding the foregoing, if the student's participation presents an unacceptable risk to the student's health or safety, then the student may not be allowed to participate. Before making a decision to exclude a student from participation, the district shall collaborate with CSH personnel and the parent to determine what, if anything, may accommodate the student's participation.
- In the event of a field trip, a nurse will accompany the student, secure the anti-seizure medication, and administer the medication in case of emergency.
- If the student requires a nurse on the bus for seizure management on a routine basis, a doctor's order with a signature (not a stamp) along with justification, should be submitted to Nursing Services and to the student's IEP team, if applicable, for review.
- All busses transporting students, including students with epilepsy and/or seizure disorders, shall include functioning communication devices in the event of an emergency

### **911 Activation**

- 911 will be called if any of the following conditions are presented:
  - Absence of breathing or pulse (start CPR)
  - No previous history of seizure activity
  - **Seizure occurs while child is being transported to or from school or a school related activity on a school bus**
  - **Administration of emergency anti-seizure medication, including but not limited to diazepam gel**
  - Seizure lasts 5 minutes or more in duration. Nurses and volunteer employees should always refer to provider order for specific time restrictions
  - Seizure activity includes 2 or more consecutive seizures totaling 5 minutes or more without a period of baseline consciousness between seizures
  - Continued unusually pale or blue skin/lips or noisy breathing after seizure has stopped
- Expired medication cannot be administered, and 911 will be called in the event of a seizure based on criteria for administration of the emergency anti-seizure medication.
- On each call to EMS/911, the following information shall be communicated:
  - Time of seizure onset
  - Description of seizure activity
  - Time seizure ended, if applicable
  - Time anti-seizure medication administered, if applicable
  - Nurse or volunteer employee who administered medication