

# Houston County Board of Education

Monitoring: <b>Review: Annually, in April</b>	Descriptor Term: <b>Glucagon and Diazepam</b>	Descriptor Code: <b>6.4051</b>	Issued Date: <b>10/08/24</b>
		Rescinds:	Issued: <b>05/14/18</b>

## *General*

School personnel, who volunteer under no duress or pressure and have been properly trained by a registered nurse, are permitted to administer glucagon in emergency situations to a student based on physician's orders and/or the student's Individual Health Plan (IHP). If the school nurse is on site, the nurse shall provide the service to the student.<sup>1</sup>

The school nurse shall be responsible for updating and maintaining each IHP. There shall be a parent/guardian signature on file giving permission prior to training school personnel to administer glucagon.

## **DEFINITION OF GLUCAGON**

Glucagon is a hormone that helps the liver release sugar, thus increasing the level of sugar in the blood. It can be injected with a syringe into the body like insulin or inhaled in a nasal spray.

## **WHEN TO USE GLUCAGON**

Glucagon is administered when the student has low blood sugar and is unable to take liquid or food by mouth because of unconsciousness or seizure activity as per a medical provider's written instructions.

## **TRAINING**

1. The volunteer shall complete an initial in-depth diabetes-related training recognizing signs and symptoms of hypoglycemia and respond with student-specific interventions.
  2. The volunteer trainee shall be able to state glucagon's action and the need for its use.
  3. The volunteer trainee shall be able to state how glucagon should be prepared, the dosage, and side effects as well as follow-up care after the administration of glucagon.
  4. The volunteer trainee shall be able to identify where glucagon will be stored (shall be kept in a secure location away from heat and direct light) and readily available to the student.
  5. The volunteer trainee will notify or delegate notification of EMS/911 personnel, parent(s)/guardian(s), and the school nurse any time glucagon is administered to any student.
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6. The volunteer trainee shall document observations, administration of glucagon, and follow-up care on the appropriate diabetic and medication forms.
7. Training will be provided until competency is demonstrated, and retraining shall be completed on a yearly basis. Training will be documented and include a skills checklist, instructor's name, trainee's name, date of training, and documentation of competency of trainee to administer glucagon. A copy of the trainee's competency training form will be kept in the employee's personnel file.

## **DEFINITION OF DIAZEPAM<sup>2</sup>**

Diazepam works to stop seizure activity by acting on brain cell interactions that inhibit the seizure discharges. Diazepam is administered rectally as a gel or inhaled in a nasal spray.

School personnel who volunteer under no duress or pressure and who have been properly trained by a registered nurse or employed or contracted by Houston County Schools may administer anti-seizure medications, including diazepam gel to a student in an emergency situation based on the student's IHP. If the school nurse is available, on site, and able to reach the student within the time limit for administration specified in the IHP, then the school nurse shall provide this service to the student.

## **WHEN TO USE DIAZEPAM**

Upon the decision of a trained volunteer to administer diazepam, school officials shall immediately summon local emergency medical services to the school to provide necessary monitoring of transport to safeguard the health and condition of the student.

Trained volunteer school personnel administering anti-seizure medications, any registered nurse who provides training to administer such medications, and any local board of education shall not be liable in any court of law for injury resulting from the reasonable and prudent assistance in the administration of such medications, if performed pursuant to the policies and guidelines developed by the Departments of Health and Education and approved by applicable regulatory or governing boards or agencies.

Houston County Schools shall not assign a student with epilepsy or other seizure disorder to a school other than the school for which the student is zoned or would otherwise regularly attend because the student has a seizure disorder.

A student's parent/guardian, who has given the student's school written authorization to administer anti-seizure medication, shall, in accordance with the student's IHP, notify the school administrator or school nurse if anti-seizure medication or prescription or over-the-counter medicines are administered at a time at which the student is not present in school. The student's IHP shall set forth with specificity the requirements of reporting administration of medication and for the dissemination of such information to volunteer school personnel trained to administer anti-seizure medication. Such notification shall be given after administration of medication before or at the beginning of the next school day in which the student is in attendance.

## ADMINISTRATION OF MEDICATION

Prior to administration of an anti-seizure medication to a student by volunteer school personnel or a school nurse in an emergency situation, the student's parent/guardian shall provide:

1. The school with a written authorization to administer the medication at school;
2. A written statement from the student's health care practitioner, which shall contain the student's name, the name and purpose of the medication, the prescribed dosage, the route of administration, the frequency that the medication may be administered, and the circumstances under which the medication may be administered; and
3. Prior to its date of expiration, the prescribed medication to the school in its unopened, sealed package with the intact label affixed by the dispensing pharmacy.

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### Legal References

1. [TCA 49-50-1602\(b\)](#)
2. [TCA 49-50-1602\(g\)](#)