

Seizure Management Plan

School Year:

Primary Information	
Name:	DOB:
School:	Grade:
Parent/Guardian:	Phone:
Primary Care Doctor:	Phone:
Significant Medical/Health History:	
Seizure Information	
Diagnosis date for seizures/epilepsy:	
Seizure type:	
Describe seizures:	
How often seizures occur:	Date of last seizure:
Seizure triggers:	
Warning signs:	
Daily seizure medications:	
Emergency Plan	
Specific actions to take during a seizure:	
When to call 911:	
Seizure Rescue Medication:	
Dose:	
Instructions:	
Emergency Contacts	
1. Name:	Number:
2. Name:	Number:
Information provided by:	
Form completed by:	Date:

Steps to Managing a Seizure

1. KEEP CALM. STAY WITH THE PERSON. PAY ATTENTION TO THE TIME:

- Make certain the student is safe and protected from their surroundings. Using a light touch, guide the student away from hazards.
- Note the time the seizure started.
- Initiate MERT through E3 if extra assistance is needed.
- Call 911 if a grand Mal seizure lasts longer than 5 minutes or if a person has multiple seizures without regaining consciousness.
- Do not try to stop the seizure, let the seizure take its course.
- Talk gently and reassure the student that everything is OK and you are there to help.
- The person may be unaware of their actions and may or may not hear you.

2. PROTECT FROM FURTHER INJURY WHERE POSSIBLE:

- Move hard or sharp objects away.
- If the student is in a horizontal position, place something soft under the head.
- Loosen tight clothing especially at the neck.
- Remove anything that the student might be holding.

3. DO NOT PLACE OR FORCE ANYTHING IN THE PERSON'S MOUTH:

- Doing so may cause harm to the teeth, gums or even break the jaw.
- It is physically impossible to swallow the tongue.
- Be aware they could bite their tongue and/or the inside of their mouth.

4. ROLL THE PERSON TO THEIR SIDE AS SOON AS POSSIBLE:

- Sometimes during and after a seizure a person may vomit or drool a lot. To prevent choking, simply roll student on their side. That way, fluids will drain out instead of blocking off the throat and airway.
- DO NOT BE FRIGHTENED if a person having a seizure appears to stop breathing momentarily.
- Be prepared to initiate CPR, if necessary, after seizure has subsided.

5. AFTER ALL TYPES OF SEIZURES:

- The student will most likely be groggy and disoriented.
- Talk gently to comfort and reassure student that everything is ok.
- Stay with student until they becomes re-oriented.
- Provide a place where student can rest before returning to regular activity
- Notify parent about the seizure. After a Grand Mal seizure, student will need to go home.
- Document seizure on seizure log or incident report.