

Cache County School District
Glucagon Administration Protocol

Only staff trained by CCSD Nurses on an annual basis are allowed to provide the following procedure
ALWAYS FOLLOW THE STUDENT'S INDIVIDUALIZED HEALTH CARE PLAN

PROTOCOL	
A. Preparation:	<ul style="list-style-type: none"> * Identifies student's inability to eat or drink; having a seizure; losing consciousness or unconscious * Sends someone to call 911 & parent * Reviews universal precautions * Provides as much privacy as possible * Identifies possible problems and appropriate actions.
B. Identifies supplies and gathers equipment	<ul style="list-style-type: none"> * Glucagon kit—verified with MD orders * Alcohol wipe (if available) * Gloves * Sharps container
C. Procedure	
1.	Properly position student
2.	Send someone to call 911 and parent
3.	If alone administer medication then call 911
4.	Wash hands
5.	Remove flip-off seal from the bottle of glucagon, clean the top of the glucagon bottle with alcohol
6.	wipe (if available)
7.	Remove the needle protector from the syringe, inject the entire content of the syringe into the bottle of glucagon
8.	Swirl bottle gently until glucagon dissolves
9.	Turn the bottle upside down and draw out the glucagon solution, no air bubbles should be in the syringe
10.	Put on gloves (if available)
11.	Position student and locate injection site in arm, thigh or buttock and clean with alcohol wipe (if available)
12.	Insert the needle into the tissue and inject the proper amount of glucagon solution
13.	Withdraw the needle and apply light pressure at the injection site
14.	To avoid needle stick, do not recap the needle, put in the medication/sharps container immediately
15.	Position student on his/her side in case of vomiting
16.	Stay with student until paramedics/parent arrive
17.	Document procedure in the approved CCSD documentation system