

## Unassigned Epinephrine Auto-Injector Policy

Texas Senate Bill 579 allows private schools to stock epinephrine auto-injectors in the event of an anaphylactic emergency resulting from a severe allergic reaction. The Diocese of Dallas Catholic Schools' Office requires all diocesan schools to stock epinephrine auto-injector devices campus. The items below are in accordance with the guidelines from Senate Bill 579 and TCCB ED Health Manual.

**Standing physician order:** Each school must have a physician's standing order for the administration of an epinephrine auto injector to a person in anaphylaxis.

**Training:** Any person that is expected to provide emergency care to an anaphylaxis emergency must be trained to recognize and treat the symptoms of anaphylaxis. Each school must have at least two trained responders available during all hours the campus is open. Additionally, staff education, in compliance with Texas Senate Bill 579, will be conducted annually in regards to the care of students with severe, life-threatening allergies. Each staff member will receive an overview of epinephrine administration. Training must include information on:

- a) Recognizing signs and symptoms of anaphylaxis;
- b) Administering an epinephrine auto injector
- c) Implementing emergency procedures
- d) Proper handling and disposal of used or expired epinephrine auto injectors.

**Maintenance:** Each school will obtain and store epinephrine on campus in the school nurse's office, clinic, or a specified location accessible to trained school personnel, designated by school principal. Non-patient specific epinephrine pens will be stored in an unlocked, easily accessible display or wall-mount container, of the schools choosing.

**Administration:** It should be standard practice that the school nurse/school health personnel will be the individual delivering epinephrine when the need arises. If the school nurse/school health personnel are not available to administer epinephrine, a trained staff member should deliver it.

**Response:** In the event that any person (student/staff member, etc.) has the need of epinephrine for life saving measures, it will be standard practice at each campus that an ambulance will be called immediately. The parent, legal guardian, or emergency contact must be promptly notified by the school if an auto-injector is utilized.

**Notification after administration of epinephrine:** The school will follow the directives per Texas Education Code Section 38.209(a) , if a school personnel member or volunteer administers an epinephrine auto injector, they shall no later than the 10<sup>th</sup> business day after the date of the administration:

- a) Report to the Texas Department of State Health Services (DSHS) that an epinephrine auto-injector was used and print a copy of the report submitted electronically. [Link](#)
- b) Notify Superintendent of Catholic Schools and email a copy of the DSHS form.

## Unassigned Epinephrine Auto-Injector Policy

- c) Notify TCCB ED Director, via email with a copy of the DSHS report.
- d) Notify the physician who prescribed the epinephrine auto injectors.
- e) Notify Texas Education Agency (TEA), as of July 19, 2019, the DSHS is sharing the online reporting form with TEA.

### **Disposal of epinephrine auto injectors:**

For **unused** unassigned epinephrine autoinjectors, note the expiration dates and once expired, dispose of per manufacturer's policy. Notify Catholic Schools Office two months prior to expiration to begin reorder process.

**Used** unassigned epinephrine auto injectors should be given to the EMS personnel to be transported to the hospital with the person who was administered epinephrine.

### **Maintaining records**

Schools must maintain records of trainings and place in each personnel file, and a master record of who is trained on their campus. These records will be retained according to the minimum retention periods posted by the Texas State Library and Archives Commission.