

ADMINISTRATIVE POLICY

The online version of this policy is official.
Therefore, all printed versions of this
document are unofficial copies.

EMERGENCY MEDICATION ADMINISTRATION

According to State Legislature guidelines, Clarksville-Montgomery County School System trains non-licensed personnel to administer epi-pens or glucagon in emergency situations when medically licensed personnel are not available. Training is conducted by a registered nurse, employed by CMCSS, and is given to employees who volunteer to be trained. Training must be renewed annually. Documentation of the training will be kept in the nurse supervisor's office.

For this policy, an emergency is defined as a student having an anaphylactic reaction to a substance, or an unconscious student and/or a student with blood sugar reading below what is stated on physician orders for Glucagon. Epi-pen and Glucagon will be administered according to doctor orders and the student's Individual Healthcare Plan.

Associated Documents: T.C.A. 49-5-415 and 68-140-510
Epi-pen Medication Training Guide [HEA-F067](#)
Glucagon Medication Training Guide [HEA-F068](#)

Revision History:

Date:	Rev.	Description of Revision:
8/14/06		Initial Release
4/02/09	A	Add last sentence in first paragraph and HEA-F068 under Associated Documents
3/8/10	B	Change title to "Emergency Medication Administration", include epi-pens or glucagon, change verbiage for definition of emergency, revise Associated Documents section.
2/21/11	C	Add "student's Individual Healthcare Plan" to second paragraph.

***** End of Policy *****