**Plano Independent School District**

**School Health**

**Administration of Solu-Cortef Administrative Guidelines**

**For Adrenal Crisis and other conditions that require IM Corticosteriods**

**Purpose**

To provide injectable form of corticosteroids for an acute crisis that could be life-threatening caused by insufficient levels of cortisol.

Adrenal insufficiency is an endocrine disorder or hormone disorder that occurs when the adrenal glands do not produce enough of certain hormones. When insufficient amounts of hormone are present an “adrenal crisis” can occur. Symptoms of adrenal crisis include:

* Sudden, penetrating pain in the lower back, abdomen, or legs
* Severe vomiting and diarrhea
* Dehydration
* Low blood pressure
* Loss of consciousness

This can be a life threatening condition, if not treated.

**Definitions**

* **Adrenal Crisis -** a life-threatening condition that occurs when there is not enough cortisol, a hormone produced by the adrenal glands
* **Adrenal Gland –** glands that are located on the top of each kidney. These glands produce hormones that are necessary for life such as cortisol
* **Cortisol** - Cortisol belongs to a class of hormones called glucocorticoids, which affect almost every organ and tissue in the body. Cortisol's most important job is to help the body respond to stress. Among its many vital tasks, cortisol helps maintain blood pressure and cardiovascular function, slow the immune system's inflammatory response, maintain levels of glucose, a form of sugar used for energy in the blood, and regulate the metabolism of proteins, carbohydrates, and fats
* **Intramuscular –** into the muscle
* **Solu-Cortef -** is similar to a natural hormone produced by your adrenal glands. It is used to treat, but not cure, certain forms of arthritis, asthma, and skin, blood, kidney, eye, thyroid, intestinal disorders as well as insufficient amounts of cortisol in the body. It is sometimes used to reduce side effects from other medications
* **Universal Precautions –** precautions designed to prevent transmission of blood borne pathogens such as human immunodeficiency virus, hepatitis B and other blood borne pathogens when first aid or health care is provided

**Solu-Cortef Administration Program Coordinator**

Coordinator for District Health

**Responsibilities**

* Oversee the maintenance of specifications/technical information.
* Assure quality improvement by revising this guideline as required through the monitoring of training and the effectiveness of use.
* Communicate with medical officer on issues related to administration of Solu-Cortef.

**Medical Control**

The medical advisor of the administrative guideline for Solu-Cortef is the Plano ISD’s medical officer. The medical officer will direct the following:

* Medical direction in formulating the guideline
* Review and approve the above
* Evaluation as needed

**Environment/Setting**

There are no restrictions as to where Solu-Cortef should be given. If Solu-Cortef will be kept in the health office, the cabinet will be well marked and kept unlocked for easy access in an emergency.

**Restrictions**

The injection can only be given by a registered nurse.

**Applicable documents**

* Guideline
* Training Checklist
* Possible Problems List
* Action Plan / Individual Health Care Plan (if needed for additional information for care)

**Person Responsible**

Registered Nurse

**Training**

* Registered Nurse is the person responsible for the training
* Training is done yearly and as needed throughout the year
* Competency checklist must be signed and dated yearly and periodically throughout the year as needed for verification of skills

Procedural guidelines to follow if the school nurse is present:

1. Communicate with the parent and physician standard operating practice regarding administration of medication. **IM injections will only be administered by the school nurse, this medication will not be given by school staff.**
2. Notify the nearest fire station to your school and (EMS Medical Director) 972-345-7703. ***The school nurse will do this once a child has been identified and the request has been made to give this medication at school.***
3. Once provided by the parent(s), the school clinic will maintain a bottle of properly labeled medication with the proper documentation and forms which will include, Action Plan with physician order and parent signature.
4. Know the signs and symptoms of Acute Adrenal Insufficiency and/or Crisis.
5. Give prescribed dose of IM Solu-Cortef, as directed in the Action Plan.
6. Call 911. Provide the EMS with a copy of the Action Plan to be transported to the ER.
7. Notify parent or guardian of the incident.
8. Notify School Health of the incident.

**The school nurse will be responsible to instruct school staff, principal and the designated emergency response team of students who have an Action Plan and the signs and symptoms of Adrenal Insufficiency and/or Crisis or conditions that require IM Corticosteroids. This will be done when a student has been identified and the request to give medication has been made.**

**Procedural guidelines to follow if the school nurse is not present:**

1. Once provided by the parent(s), the school clinic will maintain a bottle of properly labeled medication with the proper documentation and forms which will include, the Action Plan with physician order and parent signature.
2. School staff will call 911.
3. Send properly labeled medication with EMS; this will facilitate the hospital ER staff to have the medication readily available. Provide EMS with Action plan to be transported to the ER.
4. Notify parent or guardian of the incident.
5. Notify school health of the incident.

**Medical Director**:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Physician Signature/Plano ISD Medical Officer