

Instructions for Administration of Nasal Glucagon/BAQSIMI™

Most students with diabetes have an order for the use of glucagon if needed, however, Wis. Stat. § 118.29(2)(a)2r allows glucagon to be given to any student who is known to have diabetes and is believed to be experiencing a severe low blood sugar event.

Low blood sugar in children with diabetes can have varied symptoms. These can include but are not limited to:

- nervousness,
 - shakiness,
 - weakness,
 - extreme hunger,
 - slight nausea,
 - dizziness,
 - headache,
 - blurred vision,
 - fast heartbeat and/or
 - feeling tired.
- Based on the child's individual health plan (also known as diabetes action plan or diabetes emergency plan), low blood sugar is treated with some type of quick acting oral sugar, such as candy, icing, and/or juice.
 - Severe low blood sugar symptoms include disorientation, unconsciousness, and seizures. If not treated promptly it could lead to death.
 - Glucagon is a medication used in emergency situations when the student is unresponsive or unable to swallow because of very low blood sugar.
 - Given that when a child is having symptoms of severe low blood sugar, it can be a stressful situation, it is highly recommended that you familiarize yourself with the student's emergency plan beforehand.
 - Your school nurse or other licensed health care professional must review the glucagon procedure with you to ensure that you have the skills to perform this emergency medication administration.
 - Store the diabetes emergency plan and glucagon in a location that is easily accessible during a severe blood sugar event.
 - Be sure that staff members who have regular contact with the student know where the medication is stored.
 - Remember to keep health care information confidential.

Needed Supplies:

- Baqsimi
 - Gloves
 - Medication order
1. Identify that symptoms of a severe low blood sugar reaction are present and that based on the child's diabetes emergency plan, medication needs to be given.
 2. Call for assistance.
 3. Ask that another school staff person call 911 or emergency medical services.
 4. If able, move the student to a lying position.
 5. Explain the procedure to the child at his/her level of understanding.
 6. Check the medication and the order to be sure it is:
 - a. For the right child
 - b. The right medication
 - c. The right dose
 - d. Being given at the right time
 - e. Being given by the right route
 7. Be sure to check the medication to ensure that it has not expired.
 8. Wash your hands, if possible.
 9. Quickly review the five rights once again while checking the Baqsimi to be sure it is:
 - a. For the right child
 - b. The right medication
 - c. The right dose
 - d. Being given at the right time
 - e. Being given by the right route
 10. Be sure to check the medication to ensure that it is not expired.
 11. Put on gloves.
 12. Look into the child's nostrils to determine if there is fluid or mucus in the nostrils.
 13. If drainage or mucus is present, use a bulb syringe to remove it.
 14. Remove the Shrink Wrap by pulling on the red stripe
 15. Open the lid and remove the device from the tube
 - a. Caution—do not push the plunger until ready to give the dose.
 16. Use your free hand to hold the crown of the head stable.
 17. Hold the device between your fingers and thumb.
 18. Do not push the plunger yet.
 19. Insert tip gently into one nostril until your finger(s) touch the outside of the nose
 20. Push plunger firmly all the way in
 - a. Dose is complete when the green line disappears
 21. Remove the device.
 22. If the student is not lying on their side, move the student to a side-lying position because vomiting often follows the injection of glucagon.
 23. If needed, ask another person for assistance.
 24. If alone with student, and you have not already called 911 or emergency medical service, do so now.
 25. Monitor the student's arousal, pulse and respirations.
 26. If breathing stops, move the student onto their back.
 27. Begin rescue breaths if trained to do so.
 28. If breathing and heartbeat stop, begin CPR if trained to do so.

29. As soon as the individual is awake and able to swallow, give the individual a fast-acting source of sugar (such as fruit juice).
30. Once rescue squad arrives, inform them of medication administered, including type of medication, dose and time.
31. Send along glucagon kit along with used dose.
32. Dispose of all used materials in proper receptacles.
33. Remove gloves and wash hands.
34. Follow up with the parent or guardian and healthcare provider, as needed.
35. Document medication administration in the student's medication administration log.