



# Administrative Procedure HEA-P201 ADMINISTRATION OF DIASTAT

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**Responsible Office:** Office of Student Services, Department of Student Health Services

## **PURPOSE**

This procedure describes the process in which the Student Health Services Department implements the administration of Diastat for students with a diagnosis of seizure disorder in the Washoe County School District ("District" or "WCSD").

## **REGULATION**

1. In order for Diastat to be administered to a student, a completed "Parent/Guardian Consent and Request for Medication Assistance during School Hours" form (HEA- F205) must be signed by the physician and the student's parent/guardian and submitted to the school nurse.
  - a. The school nurse shall remind the parent/guardian about social issues (e.g. loss of privacy) that may be associated with the use of Diastat in the school setting.
2. Diastat may only be administered by a nurse, in accordance with the Nevada Board of Nursing's School Nurse Regulation and Advisory Opinion.
3. Diastat is not intended to be used on a daily basis and should not be used more often than every five (5) days or more than five (5) times per month.
  - a. Parents/guardians are strongly encouraged to provide information to the school nurse about their student's need for Diastat outside the school setting to ensure that the administration of Diastat is in accordance with the U.S. Food and Drug Administration's (FDA) approved labeling.
4. If a second (2<sup>nd</sup>) dose is given within five (5) days by either the parent/guardian or by a WCSD nurse, the student's Diastat order will expire and a new "Parent/Guardian Consent and Request for Medication Assistance during School Hours" form must be completed and submitted to the school nurse.
5. If a fifth (5<sup>th</sup>) dose of Diastat is administered within one (1) month by either the parent/guardian or by a WCSD nurse, the student's Diastat order will expire and a new "Parent/Guardian Consent and Request for Medication Assistance during School Hours" form must be completed and submitted to the school nurse.
  - a. Until a new order is received, the student will be allowed to return to school with an emergency plan in place.
  - b. The school nurse will contact the prescribing licensed health care professional and the parent/guardian to inform them a new "Parent/Guardian Consent and Request for Medication Assistance During

School Hours” form is required and the Diastat cannot be given by a WCSD nurse for five (5) days.

- c. The school nurse shall inquire if the prescribing licensed health care professional would like a different medication given if a seizure occurs during the five (5) day wait.
  - d. If a student requires a 1:1 nurse to be with them in accordance with the student’s Individualized Education Plan (IEP) due to Diastat, the student will be excluded until the new “Parent/Guardian Consent and Request for Medication Assistance During School Hours” form is received or an alternate seizure medication is prescribed.
6. A student who is administered Diastat may not remain on campus and must be released to the care of the parent/guardian or Emergency Medical Services (EMS) for the remainder of the day.
- a. With a physician’s written order, a 911 call may be delayed for seizure activity for up to five (5) minutes from the onset of seizure symptoms, rather than the standard three (3) minutes noted in the American Heart Association’s Heartsaver Pediatric First Aid CPR AED protocols.
  - b. If Diastat is administered and seizure activity does not begin to subside within the time specified by the physician’s written order (up to 5 minutes), 911 will be called.
    - i. The total time before calling 911, **even if Diastat is administered**, cannot exceed five (5) minutes from the onset of seizure symptoms until the time that symptoms begin to subside.
  - c. If Emergency Medical Services (EMS) is called and does not transport the student, the provisions of Administrative Regulation 5140, Student Health and Welfare, will be followed.
  - d. A student who is sent home after administration of Diastat may return the following day, with clearance by the school nurse, provided the student has not had recurrent seizures requiring additional Diastat administration at home.
7. When administering Diastat to a student, the WCSD nurse will follow all District policies, regulations and procedures, including those contained in the American Heart Association’s Heartsaver Pediatric First Aid CPR AED protocols.
- a. A student requiring Diastat while at school or participating in District-sponsored activities, may not return to school or participation in District-sponsored activities until a safe plan of care is developed and implemented by the school nurse.

8. The School Nurse will ensure that the Student Health Care Plan and Code Blue emergency procedures are reviewed with the parent/guardian and appropriate school personnel, including the Clinical Aide and classroom teacher.

## **DEFINITIONS**

1. Cluster Seizures are acute repetitive seizures with retention of consciousness in between seizures.
2. Diastat is a Diazepam rectal gel that is dispensed in pre-measured dosage applicators and prescribed for the management of refractory epilepsy for patients on stable regimens of antiepileptic drugs who require intermittent use of diazepam to control bouts of increased seizure activity.
3. Prolonged seizures are seizures that last longer than five (5) minutes.

## **IMPLEMENTATION GUIDELINES & ASSOCIATED DOCUMENTS**

1. This administrative procedure reflects the goals of the District's Strategic Plan and aligns/complies with the governing documents of the District:
  - a. Board Policy 5038, Student Health and Welfare
  - b. Administrative Regulation 5140, Student Health and Welfare
  - c. Manual HEA-M500, Management of Illness and Injuries at School
  - d. Administrative Form HEA-F114, Seizure Disorder Health Care Plan
  - e. Administrative Form HEA-F205, Policy, Consent, and Request for Medication Assistance During School Hours
  - f. Administrative Procedure HEA-P200, Assisting Students with Medication
2. This administrative regulation aligns with Nevada State Laws and Regulations, to include:
  - a. Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC) Chapter 632, Nursing
  - b. Nevada Board of Nursing's School Nurse Regulation and Advisory Opinion

## **REVIEW AND REPORTING**

1. This procedure and any accompanying documents will be reviewed by the Student Health Services Department annually and revised as necessary.

## REVISION HISTORY

Date	Revision	Modification
2/10/2009	A	Adopted as CSI Procedure HEA-P201
3/23/2009	B	5.1 added "including those contained in 'Management of Illnesses and Injuries at School'" after "procedures"; 5.2.3 deleted "in the administration of Diastat"; 5.2.5 added "rather than the standard 3 minutes noted in the Student Health Services 'Management of Illness and Injuries at School: Seizure Disorders'" after "symptoms"; 5.2.6 added "is," "begin to" and "the time specified by the physician's written order (up to 5 minutes)" and deleted "from the time of the onset of symptoms"; added section 5.2.6.1; added section 6.3 and 6.4
12/27/2010	C	Deleted and re-worded section 4.1, added section 4.4. Deleted 5.1-5.3.1, revised 5.1-5.3.1. Deleted 5.4, added a new 5.4, 5.5. Added (HEA-M500) to section 5.5.1. Also added new 5.6.3 & 5.6.4. Deleted "can" and added "may" to section 5.7, Re-worded section 5.8, added words to section 5.8.4, 5.8.4.1 and 5.9. Also deleted section 5.10.3
1/17/2017	v1	Converted to Administrative Procedure format; 4.1 deleted "episodes of increased seizure activity; added acute repetitive seizures with retention of consciousness in between seizures"; Deleted 4.2; 4.3 added "is" and "prescribed for the management of refractory epilepsy for patients on stable regimens of antiepileptic drugs who require intermittent use of diazepam to control bouts of increased seizure activity"; Deleted 4.4, 4.5, 4.7; replaced 5.1 wording with "In order for Diastat to be administered to a student, there must be a completed "Policy, Consent, and Request for Medication Assistance during School Hours" form (HEA- F205) signed by the physician and the student's parent/guardian, on file in the school health office." Deleted 5.5; 5.7 replaced Licensed school personnel with a WCSD nurse; 5.8 added for the remainder of the day."; 5.8.3 added "Emergency Medical Services" and "the provisions of Washoe County School District (WCSD) Board Regulation 5140 will be followed" removed the student will be sent home for the remainder of the school day"; Removed 5.9; 5.10 added licensed nurse, removed School nurse or CPN"; Removed 5.10.1, 5.10.0, 5.10.3, 5.10.4; 5.10.4.1 removed "The School Nurse is responsible for ensuring notification of the parent/guardian and prescribing physician in cases where licensed nurse is not assigned to the school full time and there is a possibility that

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		a nurse will not be available to administer Diastat when needed", added "A student requiring Diastat while at school or participating in WCSD-sponsored activities, may not attend until a safe plan of care is developed and implemented by the school nurse."; 5.11 deleted "Before assigning the administration of Diastat to a CPN" and "the CPN and other" added "the parent and"; deleted 5.12, 5.12.1 and 5.12.2; deleted 6.2, 6.4 and 6.8
2/3/2017	2.0	Revised: Regulation 1- removed "Policy"; removed "on file in the school health office"; 2- removed "licensed"; 4- removed "With physician's orders, a second (2 <sup>nd</sup> ) dose of Diastat may be administered to the student a minimum of four (4) hours after the first. However"; changed "i" to uppercase; added "a WCSD nurse"; removed "licensed school personnel"; removed "Policy"; removed "and on file in the school health office before additional Diastat doses may be administered by licensed school personnel"; 5- removed "and on file in the health office before additional Diastat doses may be administered by school personnel"; 7- removed "licensed"; added WCSD; Definitions 2- added "A" and "that"
7/25/2018	3.0	Revised: updated information related to fifth dose being administered