

Undesignated Glucagon Laws **Toolkit**

Recently, some states have passed undesignated glucagon laws, also called standing order laws, to enable schools to stock glucagon. Undesignated glucagon laws allow glucagon (an emergency treatment for **severe hypoglycemia**—when blood glucose drops dangerously low) to be prescribed and acquired by schools without a student-specific prescription.

Undesignated glucagon can help ensure children with diabetes in schools have access to this potentially lifesaving emergency treatment, even when they may not have their own glucagon device available at school due to an expired kit or a parent has been unable to deliver glucagon to their child's school. This document provides guidance for schools on acquiring stock glucagon as allowed by state law and provides templates to navigate state requirements.

What is glucagon?

Glucagon is a hormone that raises blood glucose levels by causing the breakdown of glycogen (a storage form of glucose) and release of glucose by the liver. It is a potentially lifesaving treatment for severe hypoglycemia emergencies and can be administered through injection or nasal spray.

How is glucagon administered?

Glucagon is available in several different forms:

- ▶ **Injection:** Some injectable forms require mixing before administration, while others are dosage forms that are considered ready to use, including:
 - Pre-filled syringes or auto injectors containing a stable liquid form of glucagon
- ▶ **Dry nasal powder:** A ready-to-use formula sprayed into the nose

Note that some state laws only permit specific types of glucagon kits to be acquired as an undesignated glucagon for schools. **Check individual state's requirements.**

How can a school acquire undesignated glucagon?

For a school or school district to obtain undesignated glucagon, an authorized health care professional, such as a physician or physician assistant must prescribe a standing order for glucagon. The prescription allows the school or school district to obtain a supply through a pharmacist or other distributor.

Many undesignated glucagon laws also include a provision allowing schools to obtain glucagon via donation. Some manufacturers, local health systems, or third-party suppliers may be willing to donate glucagon to schools or school districts upon request.

Schools should review and understand state-specific requirements, and any school district specific medication procurement or prescription policies, to ensure that the correct process is followed.

Where can I find glucagon administration training materials for school personnel?

- ▶ The American Diabetes Association® (ADA) provides **free Safe at School® training materials** and guidance for school personnel, including a training curriculum on hypoglycemia and glucagon administration. This curriculum is intended to be used with the ADA's free guide, **Helping the Student with Diabetes Succeed: A Guide for School Personnel**.
- ▶ Additionally:
 - Schools should document and regularly update training as needed.
 - All school personnel should receive training that provides a basic understanding of diabetes, how to recognize and respond to the signs and symptoms of low blood glucose and high blood glucose (hyperglycemia), and who to contact immediately in case of an emergency such as severe hypoglycemia.
 - The school nurse and one or more school staff members designated as trained diabetes personnel who will perform or assist the student with diabetes care tasks, as allowed by law, should be trained in glucagon administration.
 - School personnel trained in glucagon administration should know where both prescribed and stock glucagon are stored.
- ▶ Other tips and resources:
 - If required by state law, ensure parental or guardian permission is obtained for administering undesignated glucagon.
 - Designate a school staff member to regularly check on the undesignated glucagon supply and expiration status.
 - Consider contacting glucagon manufacturers to receive a glucagon training or demonstration kit.
 - Explore potential opportunities to obtain donated glucagon, as allowed by law.
 - Helping the **Student with Diabetes Succeed: A Guide for School Personnel** includes information about hypoglycemia, staff training, emergency preparedness, and more.

The ADA Can Help

Need more information or have questions about undesignated glucagon in schools? The ADA offers a wealth of helpful resources at diabetes.org/safeatschool. Also, encourage families to call **1-800-DIABETES (800-342-2383)** or email AskAda@diabetes.org if they need more information or seek guidance on a specific concern. Although the ADA cannot represent individuals or advocate on their behalf, we can help them understand the legal rights of children with diabetes and offer practical tools to solve the problem.

Administration of Undesignated Glucagon Medication in School: **Prescription/Standing Order and Protocol**

The following document is meant to serve as a customizable template and may not reflect individual state's laws and requirements for undesignated glucagon administration.

This document does not constitute legal or medical advice and it should be reviewed by school administration and a school attorney prior to use.

Some states recommend at least two undesignated glucagon kits to be available at all times in the school. The school size, the number of students with diabetes, or state law may make it appropriate for a school to have more than one glucagon kit stocked at all times.

- ▶ **Purpose:** Undesignated glucagon medication may treat potentially life-threatening episodes of severe hypoglycemia (very low blood glucose) in students with diabetes.
- ▶ **Scope:** This standing order authorizes the administration of school-supplied undesignated glucagon medication for severe hypoglycemia at school or during school-sponsored activities when indicated by the student's **Diabetes Medical Management Plan (DMMP)**. Undesignated glucagon medication (e.g., glucagon) may be stocked at [STATE NAME] schools for this purpose (See [STATE LAW]).
- ▶ **Medication:** This order refers to the use of a glucagon emergency kit approved by the U.S. Food and Drug Administration (FDA). The medication may be delivered through injection or nasal spray.
- ▶ **Communication:** If undesignated glucagon medication is administered under this standing order, trained personnel must also:
 1. Communicate promptly (the same day) with the family/guardian of the person receiving the above treatment.
 2. Report the use of undesignated glucagon to the school nurse and the student's designated health care professional, if provided or known, as soon as practicable.
 3. Report the use of undesignated glucagon medication to the applicable state department. (If required by state law, regulation, or policy.)

Notes

1. Parents or guardians of all students enrolled in the school should receive written notification at the start of each school year, or for new students as they enroll, that their student may receive medication according to this standing order. The parent or guardian shall acknowledge the notification by signing it and returning it to the school.
2. A parent's or guardian's failure to sign and return the notification does not preclude a school nurse or other trained personnel from administering undesignated glucagon when indicated.
3. Schools must ensure required training is completed. The names of trained personnel shall be provided to the school nurse and school administrator.
4. Each school that stocks undesignated glucagon must establish, monitor, and maintain undesignated glucagon for the purposes of this standing order and tailor its emergency health protocol to include this use.

Standing Orders for Undesignated Glucagon

The school nurse and/or trained personnel should:

- Evaluate the person's symptoms and history.
- Assess hypoglycemia symptoms and confirm appropriateness of glucagon administration as indicated in the student's DMMP.
- Position the student on their side. Do not attempt to give anything by mouth.
- Administer one dose of glucagon or dose according to the child's Diabetes Medical Management Plan if available.
- Call 911/contact emergency medical services.
- Contact the student's parents/guardians.
- Contact the school nurse or designee.
- Stay with the student until emergency medical services arrive.
- Notify the student's designated health care professional.

Physician's Signature: _____ Date: _____

Physician's Name (Print) _____

License No. _____

NPI No. _____

Effective Date: _____

Expiration Date: _____

Dear Parent/Guardian,

This letter is to notify you that [district/school name] _____ has a standing order protocol for trained school personnel to administer stock glucagon in the setting of medical emergencies wherein a student with diabetes is experiencing a severe hypoglycemia (severe low blood glucose) event. The medication will be administered in appropriate circumstances if authorized by a child's Diabetes Medical Management Plan and if a child's glucagon is not available on-site or has expired.

[District/School Name] _____ choosing to maintain a stock of undesignated glucagon does not remove your responsibility to provide the school with all medications required by your child, including a glucagon emergency kit.

This notice does not guarantee that a stock of undesignated glucagon will be available at all times.
[Add indemnity statement reflecting your state's law here.]

I, [first and last name of parent/guardian] _____, acknowledge that I have received and read this notice.

Parental/Guardian Signature _____

Date of Signature _____