

Policy and Procedure

Section:	Service Delivery and Enrollee Care	Created:	2023.05.01
Sub-Section:	Medication Administration - Epinephrine Auto-Injector Administration	Last reviewed:	2026.07.09
Policy #:	5.H.v	Last revised:	2025.06.17
Responsible Party:	Nurse Manager		

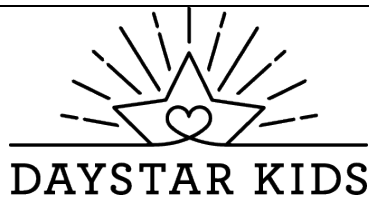
POLICY

To establish emergency plan of action when an enrollee experiences an anaphylaxis reaction requiring administration of Epinephrine Auto-Injector and 911 is contacted.

It should be noted that some of the steps/procedures outlined below may be occurring simultaneously due to the nature of the topic.

PROCEDURES:

1. All employees will notify Nurse (RN/LPN) immediately of a change in an enrollees' medical condition.
2. Nurse to assess enrollee. If symptoms of anaphylaxis are present:
 - a. Symptoms include - skin rash, difficulty breathing, throat/tongue swelling, nausea, vomiting, decreased blood pressure, and/or dizziness
 - b. Nurse determines that administration of the Epinephrine Auto-Injector is warranted, and 911 emergency services are needed
3. Nurse or designee immediately retrieves the Epinephrine Auto-Injector (child specific supply in the classroom or stock supply as indicated in the Health Care Plan) and directs a specific staff member to call 911
4. Nurse or designee will implement Medical Emergency Management policy
5. Designated staff calling 911 relays enrollee medical information, informs dispatch that an Epinephrine Auto-Injector is being administered
6. Nurse administers Epinephrine Auto-Injector and stays with enrollee until emergency medical services (EMS) arrive
 - a. For children weighing less than 16.5 lbs., the program will NOT administer epinephrine auto-injector and will call 911
 - b. Infants and Toddlers (generally up to age 3) = 0.1mg dose (16.5lbs to 33lbs)
 - c. Child (generally ages 3yrs - 8yrs) = 0.15mg dose (33lbs to 66lbs)



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- d. Older Child/Adult (generally persons over 8yrs of age) = 0.30mg dose (over 66lbs)
7. Nurse who administered medication will document in enrollee's Medication Administration Record (MAR), Electronic record entry and prepares OCFS Incident Report Form per Agency Policy
8. Chief Program Officer or designee will complete OCFS notification per Incident Reporting Policy 4.A.i.(2)

ASSOCIATED PROCEDURES AND DOCUMENTS

- OCFS-LDSS-7020 Daystar Kids OCFS Health Care Plan
- Daystar Kids Practice Guideline 4.C.vi Medical Emergency Management
- Daystar Kids Practice Guideline 4.A.i.(2) Incident Management and Reporting

REFERENCES

- NYS Child Day Care Regulations 418.2.11(c)
- 14 CRR-NY 633.17