

LOS ANGELES UNIFIED SCHOOL DISTRICT
Office of the Chief Medical Director
District Nursing Services

SOLU-CORTEF INJECTION ADMINISTRATION

I. GENERAL GUIDELINES

A. PURPOSE

1. For emergency treatment of acute adrenal crisis
2. To administer Solu-Cortef safely and in a timely manner

B. GENERAL INFORMATION

1. Solu-Cortef (Hydrocortisone Sodium Succinate) intramuscular injection is a medication approved by the Food and Drug Administration (FDA) to treat acute adrenal crisis.
2. Authorization for Emergency Medication for Adrenal Insufficiency and Student Emergency Care Plan to be signed by primary healthcare provider and parent/guardian.
3. Acute adrenal crisis is a life-threatening state caused by insufficient levels of cortisol, a hormone essential for life, produced and released by the adrenal gland.
4. Symptoms of acute adrenal crisis may be one or more of the following:
 - a. Changes in baseline behaviors- student may seem unusually upset, angry or tearful
 - b. Dark rings under the eyes
 - c. Red cheeks (not attributed with recess or PE class)
 - d. Trouble focusing, lethargy
 - e. Muscle weakness or cramping, headache, dizziness
 - f. Loss of appetite, stomach ache, nausea and vomiting, diarrhea
 - g. Dehydration, low blood pressure
 - h. Sudden severe pain in the lower back, abdomen or legs
 - i. Fever (over 100.5°F or greater)
 - j. Fainting or loss of consciousness
5. Adrenal Insufficiency training should include the following topics:
 - General information about adrenal insufficiency and the dangers associated with this condition.
 - Recognition of symptoms of the student who is experiencing adrenal crisis and what factors trigger the adrenal crisis.
 - The types of medications ordered by the student's healthcare provider to treat adrenal insufficiency/ adrenal crisis.
 - Student's emergency care plan (must be completed by the primary healthcare provider)

C. PERSONNEL

1. Licensed Nursing Provider (School Nurse or LVN)
2. School Physician

D. EQUIPMENT

1. Provided by the parent/guardian:
 - a. Solu-Cortef medication, labeled with student's name.
 - b. Syringe and injection needle
 - c. Alcohol swabs
2. Provided by the school:
 - a. Plastic bag for disposal of waste
 - b. Disposable latex-free gloves
 - c. Sharps container

E. ACCESS AND STORAGE

Medication should be readily available and in close proximity of the student in school and during district bus transportation as well as during school sponsored activities such as field trips. Store unreconstituted product at controlled room temperature 20° to 25°C (68° to 77°F)

ESSENTIAL STEPS	KEY POINTS AND PRECAUTIONS
1. Determine if the student is experiencing Adrenal crisis. Do not leave the student unattended. Have someone call 911.	Knowledge of the student's emergency care plan which identifies the signs and symptoms the student may experience along with appropriate medication and dosing.
2. Assemble medication.	Observe the 8 "Rights" of medication administration: right student, right medication, right dosage, right route, right time, right reason, right response and right documentation.
3. Position the student.	Select the injection site: <ul style="list-style-type: none">• Upper leg muscle - draw imaginary lines to divide the upper leg into three equal sections, choose the middle section and select a site on the outside of the leg.• Do not administer through clothing.
4. Wash hands	Observe student privacy.
5. Put on gloves	

ESSENTIAL STEPS	KEY POINTS AND PRECAUTIONS
<p>6. If administering an “Act-o-Vial”</p> <ol style="list-style-type: none"> a. Press down on plastic activator (top) to force diluent into the lower chamber b. Gently mix the solution without shaking it c. Remove the plastic tab covering center of stopper d. Wipe the top of the vial with an alcohol swab e. Take cap off the syringe f. Insert drawing-up needle squarely through center of plunger-stopper until tip is just visible <p>Invert vial and withdraw required dose</p>	<ul style="list-style-type: none"> • Turn the vial upside down a number of times. • Do not shake the vial. <ul style="list-style-type: none"> ○ The solution is initially cloudy but then clears.
<p>7. Change to the Injection needle</p>	<p>Flick out air bubbles and expel excess air.</p>
<p>8. To give the injection</p> <ol style="list-style-type: none"> a. Clean the skin surface with an alcohol swab b. Holding the syringe firmly, give the injection by quickly inserting the needle fully through the skin surface into the muscle layer. c. Push the plunger until the dose is fully injected 	<p>This will only take about 10 seconds.</p>
<p>9. Remove the needle and place in a sharps container</p>	
<p>10. Press the cotton swab over the site for a few seconds</p>	<p>The injection will work quite quickly but supervision is still required.</p>
<p>11. Turn the student on the student’s side and monitor breathing.</p>	
<p>12. Advise the paramedics/dispatcher of the type of medication that was given and time given</p>	<p>A student who is treated should be seen by a physician.</p>
<p>13. Used medication vial must be placed in a double bag and given to paramedics.</p>	<p>School nurse is to ensure Solu-Cortef is replaced by the parent.</p>

ESSENTIAL STEPS	KEY POINTS AND PRECAUTIONS
14. Document medication electronically including date, time, reason for administration, and student's response.	School nurse or school administrator must document in iSTAR. School nurse will document in Welligent under "health office visit" and "DMM".

Your Emergency Solu-Cortef® (hydrocortisone) Injection Kit



- Your Emergency Injection Kit contains:
- 1 x 2mL Solu-Cortef® ACT-O-VIAL®
 - 2 x Alcohol Swabs
 - 1 x 3mL Single-Use Syringe
 - 1 x 1mL Accu-Count™ or Drawing Up Needle
 - 1 x Injection Needle
 - 1 x Cotton Swab

Preparation:

- Wash your hands thoroughly before preparing the injection.
- Check the label to ensure you have Solu-Cortef®.
- Check the expiry date on the ACT-O-VIAL®.



STEP 1



STEP 7

- Place the ACT-O-VIAL® on a firm surface, and insert the access cannula or drawing up needle through the rubber stopper.



STEP 8

- With the access cannula or drawing up needle in the ACT-O-VIAL®, invert the bottle and withdraw the correct dose ordered by your doctor.
- NOTE:** If using a drawing up needle, keep the needle tip below the fluid level.



STEP 2

- Place the ACT-O-VIAL® on a hard surface.
- Place the palm of your hand on the lid of the ACT-O-VIAL®.
- Press down firmly on the lid to force the liquid into the bottom chamber.



STEP 3

- Gently mix the solution without shaking it.
- Rotate the ACT-O-VIAL® turning it upside-down a number of times.
- DO NOT SHAKE**
- The solution is initially cloudy but will become clear.



STEP 4

- Remove the plastic tab that covers the rubber stopper with your fingernail.



STEP 5

- Wipe the top of the ACT-O-VIAL® with an alcohol swab.



STEP 6

- Connect the 3mL syringe and the red access cannula or drawing up needle firmly together.



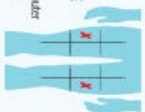
STEP 9

- Withdraw the syringe from the ACT-O-VIAL®.
- Remove the access cannula or drawing up needle and replace it with the injection needle. Use the needle size recommended by your doctor. Nurse.
- Flush the syringe to remove any bubbles.
- Expel any excess air.



STEP 10

- Divide the thigh into 3 sections.
- Clean the leg area with an alcohol swab BEFORE injection.
- Give the injection in the outer middle third of the thigh.



STEP 11

- Holding the syringe firmly, give the injection by quickly inserting the needle fully through the skin surface into the muscle layer.
- Push the plunger until the dose is fully injected. This will only take around 10 seconds.



STEP 12

- Remove the needle and place in a SHARPS CONTAINER.
- Do not recap the needle.
- Press the cotton swab firmly over the site for a few seconds.
- The injection will work quite quickly, but supervision is still required.
- Reassure and take the patient to hospital for review as soon as possible.

APPROVED:

01.19.2024

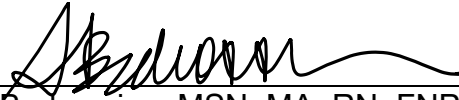
Date



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