

## Safe Work Practice (SWP)

<b>Name of Task:</b>	
EpiPen Usage for Anaphylaxis Emergency	
<b>Department/Unit:</b> All Staff	
<b>Personal Protective Equipment or other required equipment and safety considerations:</b> None	
<b>Hazards:</b> Accidental injection, failure to properly inject medicine	
<b>Important Notes:</b>	N/A
<b>Required Training:</b>	N/A
<b>Steps to be taken to complete task safely:</b>	
1	<b>Pre-Operational Safety Checks:</b> - Remove the EpiPen from the carrying case.
2	<b>Prohibited Activities:</b> - Do not place your thumb over either end of the EpiPen, as this could result in an accidental injection of medication into the thumb.
3	Have someone call 911 for emergency aid and request the AED be brought to the location. Call a first aider for assistance if needed.
4	Remove the blue safety cap from the EpiPen. The device will not work if this blue cap is attached.
5	Firmly push the end of the EpiPen with the orange tip into the side of the thigh (upper leg) for a total of 10 seconds while the medication is being injected. Do not bounce the device off the thigh prior to this time. <i>When the orange tip is pushed against the leg, a needle will pop out of the device, injecting the medication into the thigh muscle. (BLUE to the Sky...ORANGE to the Thigh) The EpiPen needle will be able to pierce through most types of clothing, so pants do not need to be removed first in an allergic emergency.</i>
6	Remove the EpiPen from the leg and put the used EpiPen in a safe place. The device is for single use only and cannot be reused.
7	Seek medical attention at nearest emergency room. Anytime an EpiPen is administered the recipient must be assessed by a physician before returning to NBCC. Inform medical personnel that you have been injected with an EpiPen because you have experienced a severe allergic reaction. Be as specific as possible as to what may have caused the allergic reaction.
8	EpiPens have a cover that automatically extends to cover the used needle. Dispose in a sharps container or give the used EpiPen to the paramedic/ambulance attendant.
9	Once the emergency is over, complete an Incident Report and ensure that the Regional Operations Manager is notified. The Regional Operations Manager will then promptly arrange for replacement of the EpiPen.
<b>Responsibilities, Completion and Review</b>	
<i>Management and workers to ensure all duties performed in accordance to training, established health and safety regulations/guidelines, policies and procedures (e.g. utilizing personal, protective equipment as per SAFE Work Procedures). Notify Manager or designates (i.e. supervisors) of all occurrences, injuries illnesses or safety and health concerns which are likely to harm themselves, co-workers, or any others who enter the premises.</i>	
<b>Completed by and Date:</b> Carl Carson	<b>Approved by:</b>
<b>Last Reviewed/Revised by and Date:</b> February 22, 2018	<b>Note:</b> This task will be monitored periodically to ensure compliance and effectiveness.

*Any document appearing in paper form is uncontrolled and must be compared to the electronic version.*