

LOS ANGELES UNIFIED SCHOOL DISTRICT
Medical Services Division
District Nursing Services Branch

GLUCAGON AUTO-INJECTOR (Gvoke HypoPen): A MEDICAL EMERGENCY PROCEDURE

I. GENERAL GUIDELINES

A. Purpose

To rapidly elevate blood glucose levels during an episode of severe hypoglycemia in a student with diabetes, as directed by the Diabetes Medical Management Plan (DMMP).

B. General Information

1. Glucagon is a hormone that raises blood glucose by stimulating glycogen breakdown in the liver.
2. Gvoke HypoPen is a pre-filled, ready-to-use glucagon auto-injector.
3. When administered correctly, glucagon is safe and cannot be overdosed.
4. Calling 911 is required immediately after use.
5. Indications for Use:
 - Unconsciousness
 - Inability to safely swallow or take oral glucose
 - Seizure activity
 - Persistent severe symptoms despite oral carbohydrate treatment

C. Dosage and Storage

- **Dosage:**
 - 1 mg for students ≥ 12 years or ≥ 100 lbs
 - 0.5 mg for students aged 2–11 years or < 100 lbs
- **Storage:** Keep in original foil pouch at 68–77°F (room temperature); do not refrigerate or freeze.

D. Personnel Authorized to Administer

- Licensed Nurse
- Designated voluntary trained school personnel under direct or indirect supervision of the school nurse

E. Required Supplies

- **From Parent/Guardian:**
 - Gvoke HypoPen (auto-injector)

- Glucose sources: juice, glucose tablets, or gel per DMMP
- Glucometer, testing strips, and antiseptic wipes
- **From School:**
 - Non-latex gloves
 - FDA-approved sharps container
 - Communication device (to call 911)

II. PROCEDURE

ESSENTIAL STEPS	KEY POINTS AND PRECAUTIONS
1. CALL PARAMEDICS – 911 and obtain a glucagon kit.	Do not delay. Designate someone to call. Stay with student.
2. Position the student on their side.	Prevent aspiration in case of vomiting.
3. Use hand hygiene	Use hand sanitizer if soap and water are unavailable.
4. Verify student identity, check DMMP and authorization.	Confirm correct dose and indication for use. Check DMMP and parent authorization
5. Gather supplies.	Auto-injector, gloves, sharps container.
6. Put gloves on	
<p>7. Prepare and administer Glucagon auto-injector (Gvoke HypoPen)</p> <p>a. Tear, open pouch at the dotted line, and carefully remove the HypoPen auto-injector.</p> <div style="display: flex; justify-content: space-around;">   </div> <p>b. Check the Expiration Date</p> <p>Check the expiration date printed on the label of glucagon auto injector</p>	



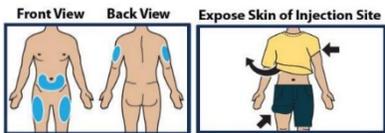
c. Inspect the Solution

Look at the liquid medicine through the viewing window. It must be clear and colorless, or a pale yellow



d. Choose an Injection Site and Expose Bare Skin

Choose the lower abdomen, outer thigh, or outer upper arm for your injection site.



e. Injecting Gvoke HypoPen Pull-Off Red Cap

Pull the red needle cap straight off the device



e. Choose an Injection Site and Expose Bare Skin

Choose the lower abdomen, outer thigh, or outer upper arm for your injection site.

f. Push and Hold to Start Injection

Push and hold glucagon auto-injector (Gvoke HypoPen)

Straight down against the injection site.

Listen for a **“Click”**.

Important: Do not use glucagon auto-injector (Gvoke HypoPen) if the expiration date has passed.

Important: Do not use a glucagon auto-injector (Gvoke HypoPen) or inject if the liquid contains lumps, flakes, or particles. Do not inject if the solution is not visible in the viewing window.

- If you do not have another glucagon auto-injector (Gvoke HypoPen) to use, call for emergency help right away.

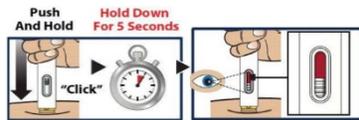
Remove any clothing covering the injection site. The injection must be performed straight into the skin.

Important: Do not inject through clothing.

Important: Do not put your thumb, fingers, Or hand on or near the needle guard or needle opening to help prevent accidental needle sticks.

When the injection is complete, the viewing window will be **red**

Continue to hold the device down and count slowly to **5**.



g. Lift-Away from Skin

Lift the device straight up from the injection



side.

1. Turn the Patient onto the Side

- When an unconscious person wakes up, they may throw up (vomit).
- Turn the unconscious patient on their side to prevent choking



2. Make Sure the Patient Receives Immediate Medical Attention After the Use

- Call for emergency medical help right after Gvoke HypoPen has been injected.
- The patient's healthcare provider should also be notified whenever a severe drop in blood sugar (hypoglycemic reactions) happens.
- Feed the patient as soon as they wake up and is able to swallow.

If the patient does not wake up within 15 minutes, give another dose of glucagon if a second glucagon auto-injector (Gvoke HypoPen) is available and notify emergency medical services immediately.

Important: Do not lift Gvoke HypoPen until the injection is complete.

The yellow needle guard will lock over the needle.

Prevent aspiration. Nausea and vomiting may occur as side effects of glucagon or extreme hypoglycemia.

Anyone who suffers from severe hypoglycemia seeks help afterward to check for proper glucose levels and plan future treatment adjustments.

Nausea and vomiting may occur. Give the patient a fast-acting sugar (such as a regular soft drink or fruit juice) and a long-acting sugar (such as crackers and cheese or a meat sandwich) if post-administration care is not indicated in the DMMP. Otherwise, follow the HCP order written in DMMP.

	<p>The effects of glucagon on blood glucose can last 2 to 12 hours. Hypoglycemia may happen again after receiving an injection from a glucagon auto-injector (GVOKE HypoPen). The patient's diabetes medicine may need to be changed.</p>
8. Paramedics may administer an additional glucagon auto-injector (GVOKE HypoPen) when they arrive.	After use, glucagon auto-injector (GVOKE) should be kept safe until disposed of in an FDA-cleared sharps container.
9. Follow DMMP for post glucagon auto-injection administration	
10. For Nursing: Document electronically and on the Diabetes Protocol Log For trained school personnel: Document on Diabetes Protocol Log Document glucagon emergency administration. Indicating: medication name; dose; route, time, reason, result, & intervention taken	

REFERENCES:

American Diabetes Association. (2022). *Diabetes Care Tasks at School: What Key Personnel Need to Know.*

California Education Code §49414.5 (Training and Supervision of School Staff for Emergency Glucagon Administration)

National Association of School Nurses. (2022). *Diabetes Management in the School Setting – Position Statement.*

Xeris Pharmaceuticals. (2023). *GVOKE HypoPen Instructions for Use.* Retrieved from: <https://www.gvokeglucagon.com>