



# Wesley College

## ADRENALINE AUTOINJECTORS POLICY & PROCEDURE

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### Background

Wesley College is a Residential College of the Uniting Church, within the University of Sydney. As both a workplace and residence, the College aims to ensure the safety of all their residents, staff and other guests.

### Policy Objectives

Adequate training and resources to treat a person experiencing anaphylaxis is an important part of providing first aid.

The following College Values in particular will guide our approach to adrenaline autoinjectors within the College community:

*We act responsibly to ensure the safety of others*

*We accept responsibility*

Ultimately, our objectives are to ensure that:

1. Residents, staff or guests who are at risk of anaphylactic reactions take appropriate personal responsibility for their own safety and wellbeing.
2. The College provides appropriate training and resources to treat someone experiencing anaphylaxis.

### Principles

The following principles will apply:

1. Adrenaline autoinjectors are auto-injector devices containing a single dose of adrenaline in a spring-loaded syringe. Two brands are approved for sale in Australia by the Therapeutic Goods Administration: the EpiPen® and the Anapen®.
2. An ambulance must always be called by dialling triple zero (000).
3. Use of adrenaline autoinjectors to treat anaphylaxis should be in line with relevant first aid procedures.
4. It is the role and responsibility of an individual diagnosed at risk of anaphylaxis to provide and maintain their own readily available supply of adrenaline autoinjectors.
5. While the College may keep an adrenaline autoinjector for use in emergencies, making sure it is kept in a readily accessible location also places it at risk of theft.
6. Any adrenaline autoinjector held by the College should not be relied on for primary use but treated as a backup e.g. to use if a previously undiagnosed individual is having a first episode of

anaphylaxis, a diagnosed individual's adrenaline autoinjector cannot be located, or if a person suffering from anaphylaxis has not responded to the first adrenaline autoinjector used.

7. In an emergency the nearest available adrenaline autoinjector should always be used, whether it be the patient's, the College's, or one volunteered by another person.
8. Misuse of the College's adrenaline autoinjector, including theft or inappropriate removal from its storage location, places the safety of others at risk and will be treated as a serious disciplinary matter, potentially resulting in suspension or expulsion from College.
9. For students own safety, they are encouraged to inform us of their allergies and related medical needs so that we can respond effectively in the case of an emergency. This information is collected at the commencement of each year during registration.

The codes and regulations listed below at the time of writing apply to the provision of adrenaline autoinjectors, but are in no way exhaustive:

*First aid in the workplace code of practice July 2015*

*NSW Poisons and Therapeutic Goods Regulation 2008*

## **Procedure**

1. The College will maintain current first aid training, including the identification and treatment of a person experiencing anaphylaxis, for all its Community Leaders and key staff.
2. At the beginning of each semester, Community Leaders will ask residents in their wings to notify them of any diagnosed anaphylactic allergies and the storage location of their adrenaline auto-injectors. As medical information, this is considered private and can only be provided voluntarily. This information will be shared with the Director of Students to record on a combined adrenaline auto-injector register, provided to all Community Leaders and key staff.
3. The College will keep an adrenaline auto-injector in the first aid kit located in the Reg Walker Room.
4. The College's adrenaline auto-injector will be checked for validity on a twice yearly basis at the beginning of each semester. Where it is nearing its expiry, a replacement will be purchased before the relevant expiry date.
5. Community Leaders' wing keys will provide them access to the Reg Walker room. The room should only be entered for the purpose of accessing the first aid kit.
6. The College's adrenaline auto-injector should ALWAYS be used if needed in an emergency. However, if upon investigation it is determined the College's adrenaline auto-injector was required because a resident diagnosed at risk of anaphylaxis failed to maintain their own adequate supply,

that resident will be charged for the full non-PBS (Pharmaceutical Benefit Scheme) replacement cost of a new adrenaline auto-injector.

### **Policy Review**

This Adrenaline Autoinjector Policy & Procedure requires approval by the Wesley College Council.

After approval, this Adrenaline Autoinjector Policy & Procedure is to be reviewed every two years by the Wesley College Council (next review end of 2025). Approved on 22 February 2018.