

Oakfield School

28. Buccal Midazolam Emergency Epilepsy Medication Policy



To be Reviewed:	March 2020
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POLICY STATEMENT

Oakfield School recognises that all pupils should receive the correct medical treatment and dignity should be respected and maintained at all times. Buccal Midazolam is an emergency medication which is prescribed in liquid form it is non-invasive and should be administered if prescribed by GP, Consultant or Epilepsy Nurse Specialist and the following procedure must be adhered to.

PROCEDURE

Buccal Midazolam is a controlled drug/Schedule 3/Class C medication. All pupils who have Epilepsy must have a completed epilepsy management plan in their care plan.

All pupils who require Buccal Midazolam must have an epilepsy treatment/care plan, completed and signed by the GP, Consultant or Epilepsy Nurse Specialist.

All pupils who have been prescribed Buccal Midazolam must have it available for use at all times. If Oakfield were to admit a pupil with Epilepsy, we would ensure that relevant staff had appropriate training.

Staff accompanying pupils must have up to date epilepsy training and Buccal Midazolam training. These staff members are the only ones authorised to administer the medication. All other staff in the absence of trained staff should follow the normal medical emergency procedure – dial 999.

Buccal Midazolam can only be administered by staff who have completed the Medication Induction and Buccal Midazolam training. Guidance for administering Buccal Midazolam is included in Appendix 1.

Buccal Midazolam must be stored in a locked tin when on social leave within the tin there must be a pair of gloves a bag to dispose of the syringe and a copy of the Epilepsy Management Plan. All medical records should be completed as required.

For more information/advice, please go to: <https://www.epilepsy.org.uk/>

This Policy was reviewed March 2018.

Signed:

Lee Morfitt (Chair of Governors)

**Instructions for using Buccal Midazolam**

Stage	Action Required
1	Check that the liquid is clear with no crystals
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2	Unscrew the bottle cap, keeping the bottle upright
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3	Insert provided syringe into the centre of the bottle stopper
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4	Turn bottle upside down
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5	Pull plunger of syringe back slowly and then push back to prevent large air bubbles
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6	Pull the plunger back again and draw up prescribed amount of medication. Syringes are marked to the amount
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7	Turn bottle right way up before removing syringe
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8	Place the syringe into the side of the mouth between the cheek and gums
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9	Slowly push the plunger of the syringe down until syringe is empty
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10	If possible divide the dose and give half into each side of the mouth