



FOR DELEGATED CAREGIVERS

Student:	DOB:
Procedure Written on:	
By:	
Reviewed on:	Reviewed on:
By:	By:
Reviewed on:	Reviewed on:
By:	By:

ADMINISTERING RECTAL DIASTAT

1. Student should have a caregiver remain with them at all times, position student on his/her side.
2. Assemble supplies. Stored in _____
 - a. Medication (Diastat)
 - b. Disposable gloves
 - c. Paper towels
 - d. Administration directions
3. Remove medication from enclosed container. Review 5 R's to ensure that student is taking the correct medication:

Right Student	
Right Medication	
Right Dose	
Right Time	
Right Route	

IF RECEIVING AN ADJUSTABLE DOSE SYRINGE, CONFIRM SYRINGE HAS BEEN DIALED TO THE CORRECT PRESCRIBED DOSE IN THE WINDOW AND THE GREEN "READY" LOCKING RING IS SHOWING. IF THE LOCKING RING DOES NOT SHOW OR THE SYRINGE IS LOCKED AT THE INCORRECT DOSE, HAVE PARENT RETURN MEDICATION TO THE PHARMACY FOR CORRECTION.

4. Remove the cap from the syringe by pushing edge of cap up with thumb and pulling. Make sure the stylet is not in the tip of the syringe.
5. Lubricate the tip of the syringe.

6. Turn student to face you.
7. Bend upper leg forward to expose rectum.
8. Separate buttocks to expose rectum.
9. Gently insert syringe tip into rectum. Rim should be snug against rectal opening.
10. SLOWLY count to 3 while gently pushing the plunger until it stops.
11. SLOWLY count to 3 before removing the syringe from the rectum.
12. SLOWLY count to 3 while holding buttocks together and removing syringe.
13. Keep student on side facing you. Remain with student until EMS/9-1-1 or parent arrive. Monitor for absent pulse and respirations, beginning CPR as needed.
14. Dispose of used syringe in sharps container. Remove gloves, wash hands.
15. Notify school nurse and document actions on Delegated Care Log and Medication Administration Record.

**HOW TO ADMINISTER
AND DISPOSAL**

Diastat[®]
(diazepam rectal gel)

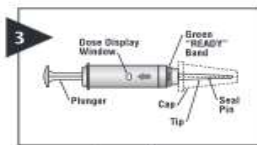
Diastat[®] AcuDial[™]
(diazepam rectal gel)



1 Put person on their side where they can't fall.



2 Get medicine.



3 Get syringe.
Note: Seal Pin is attached to the cap.



4 Push up with thumb and pull to remove cap from syringe. Be sure Seal Pin is removed with the cap.



5 Lubricate rectal tip with lubricating jelly.



6 Turn person on side facing you.



7 Bend up per leg forward to expose rectum.



8 Separate buttocks to expose rectum.



9 Gently insert syringe tip into rectum.
Note: Rim should be snug against rectal opening.



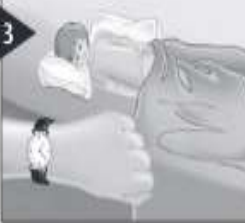


10 SLOWLY COUNT OUT LOUD TO THREE...1...2...3
Slowly count to 3 while gently pushing plunger in until it stops.



11 Slowly count to 3 before removing syringe from rectum.



12 Slowly count to 3 while holding buttocks together to prevent leakage.

ONCE DIASTAT® IS GIVEN	DISPOSAL INSTRUCTIONS FOR DIASTAT ACUDIAL	DISPOSAL FOR DIASTAT 2.5 MG
<p>13</p>  <p>Keep person on side facing you, note time given and continue to observe.</p>	<p>14a</p>  <p>Plunger</p> <ul style="list-style-type: none">+ Pull on plunger until it is completely removed from the syringe body.+ Point tip over sink or toilet. <p>Tip</p> <p>14b</p>  <p>SINK OR TOILET</p> <ul style="list-style-type: none">+ Replace plunger into syringe body, gently pushing plunger until it stops.+ Flush toilet or rinse sink with water until gel is no longer visible. <p>This step is for Diastat® AcuDia™ users only</p> <p>At the completion of step 14a:</p> <ul style="list-style-type: none">▪ Discard all used materials in the garbage can.▪ Do not reuse.▪ Discard in a safe place away from children.	<p>14b</p> <p>At the completion of step 13:</p> <ul style="list-style-type: none">▪ Discard all used materials in the garbage can.▪ Do not reuse.▪ Discard in a safe place away from children.

References

Multnomah Education Service District. (2016). *Procedure for Medication Administration: Rectal Instillation Diastat*.

Diastat (2016). *Diast Child Preparedness*. Retrieved from:
http://www.diastat.com/Portals/_default/Skins/diastat/Diastat%20Child%20Preparedness%20Plan.pdf