Quick Reference Emergency Plan – Off-Campus Activity Sponsor
for a Student with Diabetes
Hypoglycemia
(Low Blood Sugar)

Student’s Name: ________________________________________________________________
Grade/Teacher: ____________________________________Date of Plan: __________________

Emergency Contact Information:
Mother/Guardian_______________________________________________________________
Home phone: _______________ Work phone: ______________ Cell phone: ____________
Father/Guardian ________________________________________________________________
Home phone: _______________ Work phone: ______________ Cell phone: ____________
School Phone: _______________ School nurse phone: Clinic ________________________
Trained Diabetes personnel: _______________________________________________________
Is student self care? ________ Yes ________ No

Never send/leave a student with suspected low blood sugar anywhere alone

Causes of Hypoglycemia
• Too much insulin
• Missed food
• Delayed food
• Too much or too intense exercise
• Unscheduled exercise

Onset
• Sudden

Symptoms
Mild
• Hunger
• Shakiness
• Weakness
• Paleness
• Anxiety
• Dizziness
• Sweating
• Drowsiness
• Personality change
• Unable to concentrate
• Irritability
• Other:

Moderate
• Headache
• Behavior change
• Poor coordination
• Able to swallow
• Other:

Severe
• Loss of consciousness
• Seizure
• Blurry vision
• Weakness
• Stuttered speech
• Confusion

Actions Needed
WHEN IN DOUBT, ALWAYS TREAT FOR HYPOGLYCEMIA

Mild / Moderate
• Ask student if quick sugar source is in backpack
• Provide quick sugar source:
  4-6 Life savers
  or 3 teaspoons of glucose gel
  or 3-4 glucose tablets
  or 4 oz juice
  or 6 oz regular (not diet) soda
• Contact parent/guardian, school nurse/school
• Repeat quick-sugar source if symptoms persist
• If student is self care, allow student to check blood sugar
  and eat a quick sugar source if necessary, according to
  plan of care

Severe
• Don’t attempt to give
  anything by mouth
• If unconscious, position on
  side, if possible
• Contact 911,
  parent/guardian, school
  nurse/school
• Stay with student

This information is confidential and can only be shared on a “need to know” basis
Quick Reference Emergency Plan – Off-Campus Activity Supervisor
for a Student with Diabetes

Hyperglycemia
(High Blood Sugar)

Student’s Name: ________________________________________________________________
Grade/Teacher: __________________________ Date of Plan: __________________________

Emergency Contact Information:

Mother/Guardian_______________________________________________________________
Home phone: __________________ Work phone: ______________Cell phone: ____________

Father/Guardian ________________________________________________________________
Home phone: __________________ Work phone: ______________Cell phone: ____________

School Phone: ___________________ School nurse phone: Clinic _________________

Trained Diabetes Personnel: ____________________________________________________
Is student self care? _______ Yes _______ No

Causes of Hyperglycemia
- Too much food
- Too little insulin
- Decreased activity
- Illness/Infection
- Stress

Onset
- Over time–several hours or days

Mild
- Thirst
- Frequent Urination
- Fatigue/sleepiness
- Increased hunger
- Blurred vision
- Stomach pain
- Flushing of skin
- Lack of concentration
- Other: ____________________

Moderate
- Mild symptoms plus:
  - Dry mouth
  - Nausea
  - Stomach cramps
  - Vomiting
  - Sweet, fruity breath
  - Other: ____________________

Severe
- Mild and Moderate symptoms plus:
  - Labored breathing
  - Very weak
  - Confused
  - Unconscious

Mild/Moderate
- Allow free use of the bathroom
- Encourage student to drink water or sugar-free drinks
- If student is self care, allow student to check blood sugar and administer insulin if necessary, according to plan of care

Severe
- Don’t attempt to give anything by mouth
- If unconscious, position on side, if possible
- Contact 911, parent/guardian, school nurse/school
- Stay with student

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August 2005