

Procedure: Insulin Calculation and Administration in Health Offices

The calculation of insulin doses and the administration of insulin are nursing tasks which require focus and attention to detail to maintain student safety. As such, the following procedure should be followed for any student requiring the manual administration of insulin.

1. The health office door should be closed, and new visits should be held off until the insulin is administered.
 - a. Principals, APs and front office AAs should be made aware of the time(s) of insulin administration.
 - b. Major emergencies are exempt from this recommendation.
 - c. A sign will be placed on the health office door stating that the office is temporarily closed to visitors for a medical procedure occurring.
2. The nurse will perform the dosage calculation twice (at least once using a written template - see page 2).
3. The nurse will draw up the indicated dose of insulin and will double check the syringe/pen in one of the following manners (listed in order of preferred method):
 - a. Another nurse visually confirms
 - b. If age appropriate, the student will read the syringe/pen dose back to the nurse
 - c. If no other nurse available and the student is not an appropriate choice, the nurse should PAUSE, review the calculation result, read the syringe/pen again and then administer

Insulin Dose Calculation Worksheet

Student: _____

Carbs: _____

Carb ratio: _____

Target BG: _____

Correction Factor: _____

<div style="display: flex; justify-content: space-around; align-items: center;"> <div style="border: 1px solid black; width: 50px; height: 30px; margin: 5px;"></div> <div style="font-size: 20px;">-</div> <div style="border: 1px solid black; width: 50px; height: 30px; margin: 5px;"></div> </div> <div style="display: flex; justify-content: space-around; font-size: 10px;"> Current glucose Target glucose </div> <hr style="border: 0.5px solid black; margin: 5px 0;"/> <div style="display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid green; width: 40px; height: 25px; margin-right: 5px;"></div> Sensitivity or correction factor </div>	=	<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> <div style="font-size: 10px;">Correction insulin units</div>
+		
<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> <div style="text-align: center; font-size: 10px;">Grams of carbohydrates</div> <hr style="border: 0.5px solid black; margin: 5px 0;"/> <div style="display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid red; width: 40px; height: 25px; margin-right: 5px;"></div> Insulin carbohydrate ratio </div>	=	<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> <div style="font-size: 10px;">Meal insulin units</div>
=		
<div style="border: 1px solid black; width: 100px; height: 30px; margin: 0 auto;"></div> <div style="font-size: 10px;">Total insulin</div>		

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Please wait.
The nurse is busy.



Por favor, aguarde.
A enfermeira está ocupada.



Espere por favor.
La enfermera está ocupada.