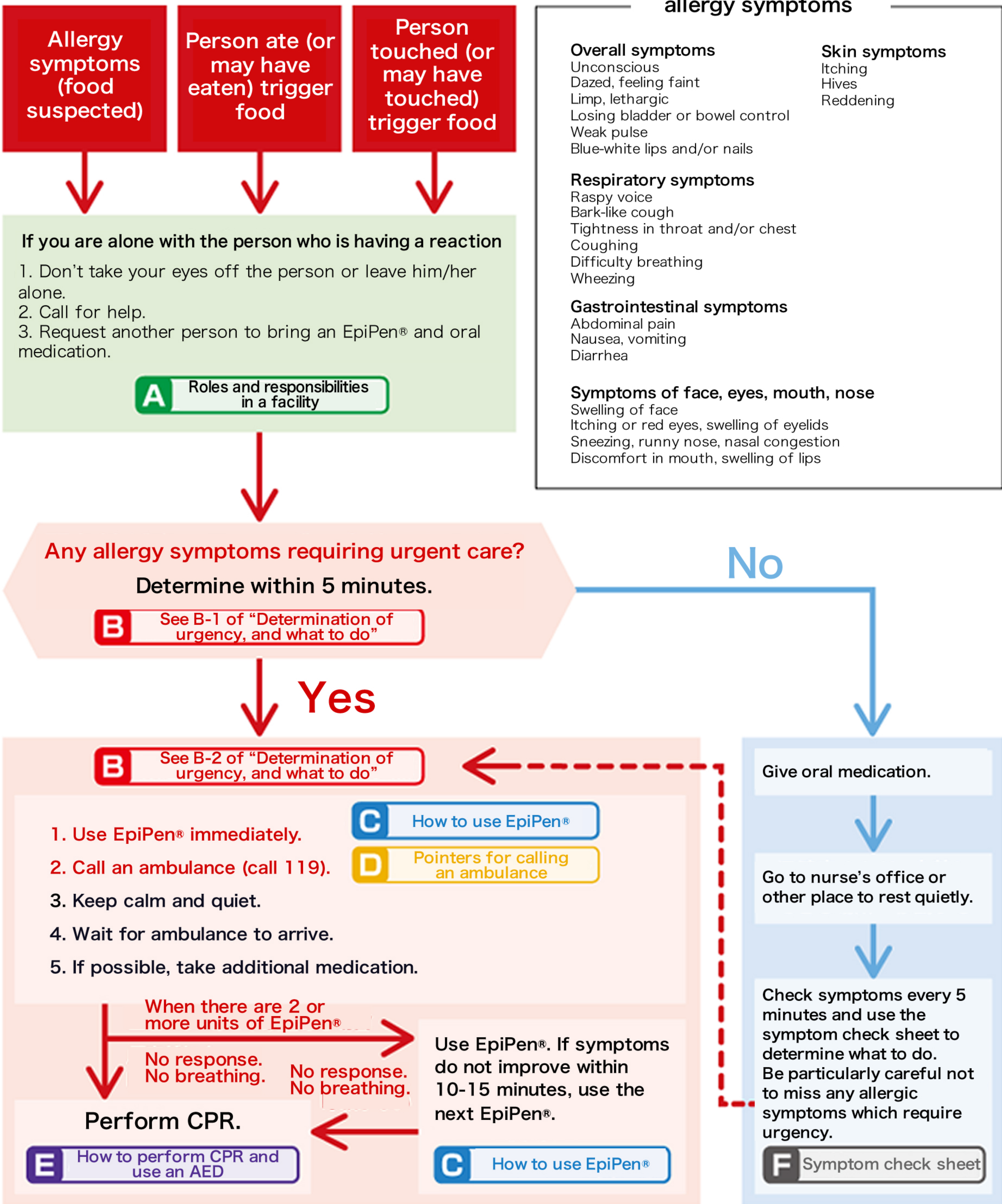


# Food Allergy Emergency Manual

## How to deal with an allergic reaction





# A

## Roles and responsibilities in a facility

◆ Ensure each person understands his/her role. Perform simulations in advance.

### Supervisor (director, principal, etc.)

- ☐ Take leadership as soon as you arrive on site.
- ☐ Confirm each person's role and give instructions.
- ☐ Use EpiPen® or give assistance in using it.
- ☐ Perform CPR; use AED.

### Person who found the afflicted: "Monitor the child"

- ☐ Monitor the child. Do not leave him/her alone.
- ☐ Call for help. Get others to help. (Call out in a loud voice, or send other children to bring adults)
- ☐ Ask teachers/staff members A and B to "prepare" and "communicate."
- ☐ Be the acting leader until the supervisor arrives.
- ☐ Use EpiPen® or give assistance in using it.
- ☐ Assist in giving oral medication.
- ☐ Perform CPR; use AED.

### Teacher/staff member A: Prepare

- ☐ Bring "Food Allergy Emergency Manual."
- ☐ Prepare EpiPen®.
- ☐ Prepare AED.
- ☐ Prepare oral medication.
- ☐ Use EpiPen® or give assistance in using it.
- ☐ Perform CPR; use AED.

### Teacher/staff member B: Communicate

- ☐ Call an ambulance (call 119).
- ☐ Call supervisor.
- ☐ Call the child's guardian.
- ☐ Get more people to help (PA system).

### Teacher/staff member C: Take records

- ☐ Record the time at which monitoring began.
- ☐ Record the time at which EpiPen® was used.
- ☐ Record the time at which additional medication was taken.
- ☐ Record symptoms every 5 minutes.

### Teachers/staff members D-F: Other

- ☐ Attend to the needs of other children.
- ☐ Guide ambulance/paramedics on to premises.
- ☐ Use EpiPen® or give assistance in using it.
- ☐ Perform CPR; use AED.



# B

## Determination of urgency, and what to do.

- ◆ If there are allergy symptoms, make a determination within 5 minutes!
- ◆ When in doubt, use EpiPen®! Immediately call 119!

### B-1 Highly urgent allergy symptoms

#### [General symptoms]

Limp, lethargic  
Dazed, feeling faint  
Losing bladder or bowel control  
Weak or irregular pulse  
Blue-white lips and/or nails

#### [Respiratory symptoms]

Tightness in throat and/or chest  
Raspy voice  
Bark-like cough  
Difficulty breathing  
Persistent, violent coughing  
Wheezy breathing  
(including cases which cannot be differentiated from an asthma attack)

#### [Gastrointestinal symptoms]

Persistent, severe (unbearable) stomach pain  
Prolonged, repeated vomiting

If any one of the above apply

If none of the above apply

### B-2 What to do for highly urgent allergy symptoms

#### ① Immediately use EpiPen®!



**C**

How to use EpiPen®

#### ② Call an ambulance (call 119).



**D**

Pointers for calling an ambulance

#### ③ Keep person calm and quiet (refer to the body positions shown below).

Do not make person stand or walk!

#### ④ Wait for ambulance to arrive.

#### ⑤ If possible, have person take medication.

◆ Use EpiPen®. If symptoms do not improve within 10-15 minutes, use the next EpiPen® (if there are 2 or more).

◆ If there is no reaction and no breathing, perform CPR.



**E**

How to perform CPR and use an AED

Give oral medication.



Go to nurse's office or other place to rest quietly.



Check symptoms every 5 minutes and use the symptom check sheet to determine what to do. Be particularly careful not to miss allergic symptoms which require urgency.

**F**

Symptom check sheet

### Positioning the patient

If limp, lethargic, dazed, and/or feeling faint



Blood pressure may be low. Lay patient on his/her back and elevate the legs and feet 15-30 cm (5.9-11.8 inch).

If nauseous or vomiting



Lay patient on his/her side with face turned to the side to prevent choking on vomit.

If breathing is so difficult that lying down is uncomfortable



Have patient sit up and lean his/her back against a chair, wall, or cushions to ease breathing.





# How to use EpiPen®

◆ Say each action out loud and double-check as you perform them.

## 1. Remove from case



Remove the cap from the case and take out the EpiPen®.

## 2. Grasp firmly



Hold with your dominant hand, pointing the orange colored needle cover downward.

**Hold in your fist!**

## 3. Remove the safety cap



Remove the blue safety cap.

## 4. Inject into thigh



Hold the tip (orange part) of EpiPen® lightly against the person's thigh. Press firmly until you hear a "click". Hold in place while counting to 5.

**Do not pull out immediately after injecting!**  
**Continue to press the unit against the thigh while counting to 5!**

## 5. Double-check



Before use /After use

After counting to 5, remove EpiPen® from the thigh and look at the orange colored needle cover. If it is extended, the injection has been successful.

**If it is not extended, return to step 4.**

## 6. Massage



Massage the site of injection for 10 seconds.

## If you have someone helping you



The helper should hold the person's leg at the base of the thigh and knee, to stabilize the leg during the injection.

## injection site

- There is No need to remove clothing. Inject through clothes.
- Inject halfway between base of thigh and knee, and slightly outside of the midline (A).

### When person is lying down



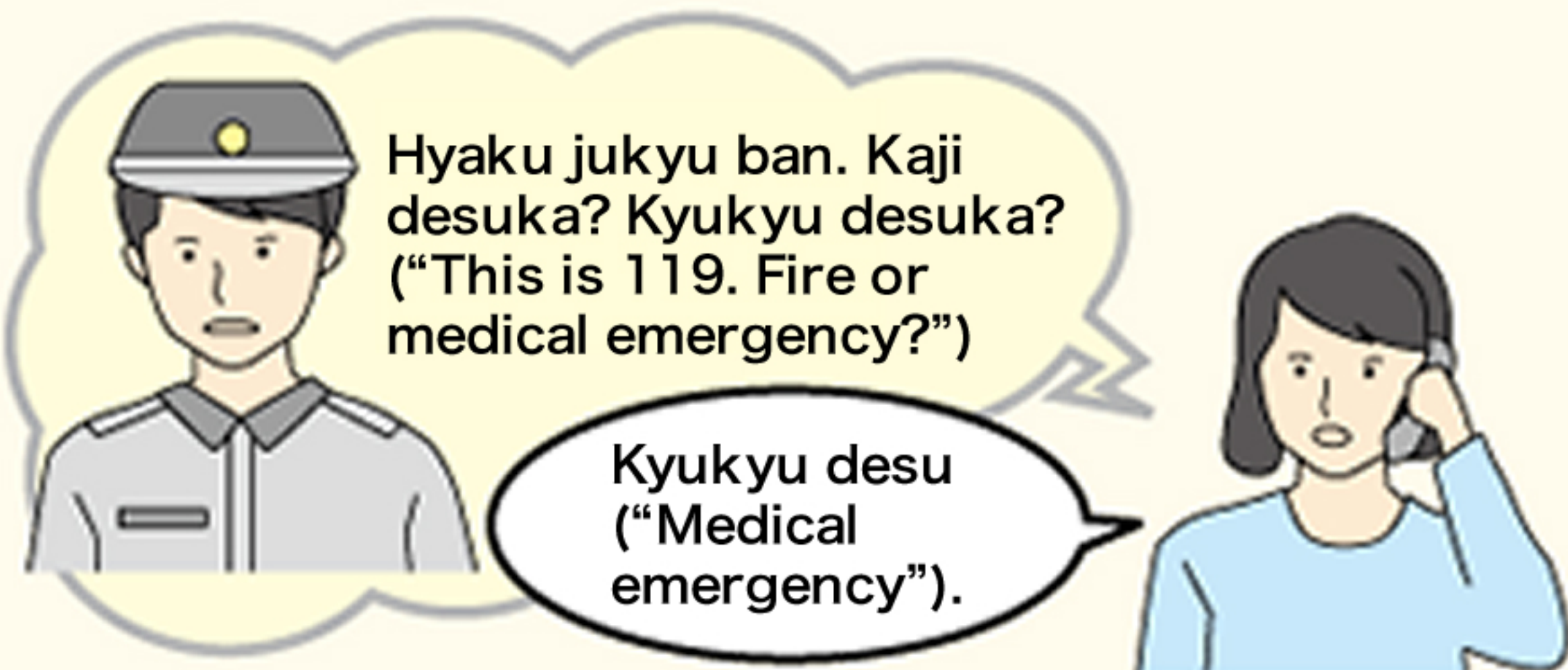
### When person is seated



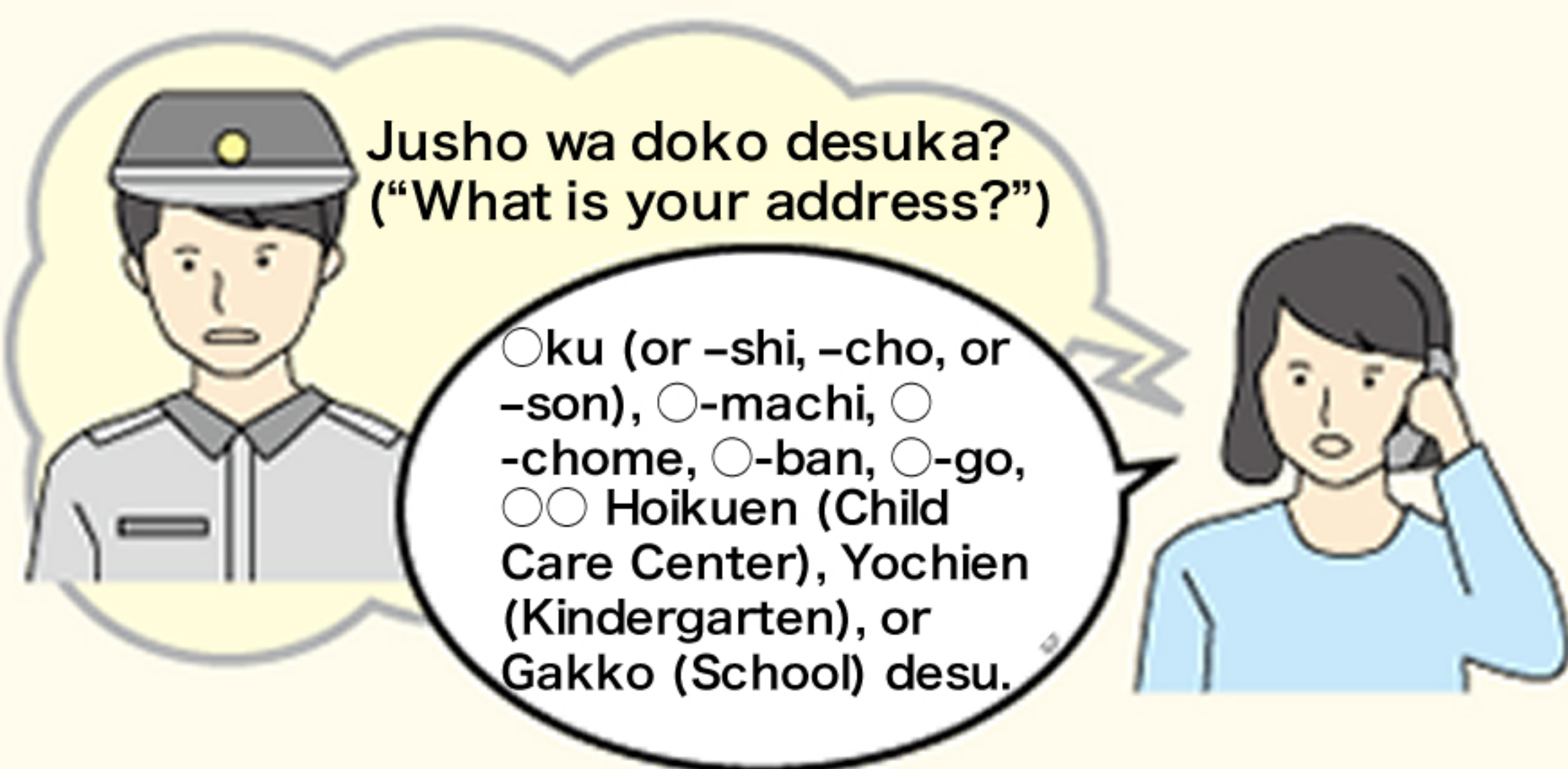


# Pointers for calling an ambulance (call 119)

◆ Keep calm. Speak slowly and simply (in Japanese if you can). Convey information accurately.

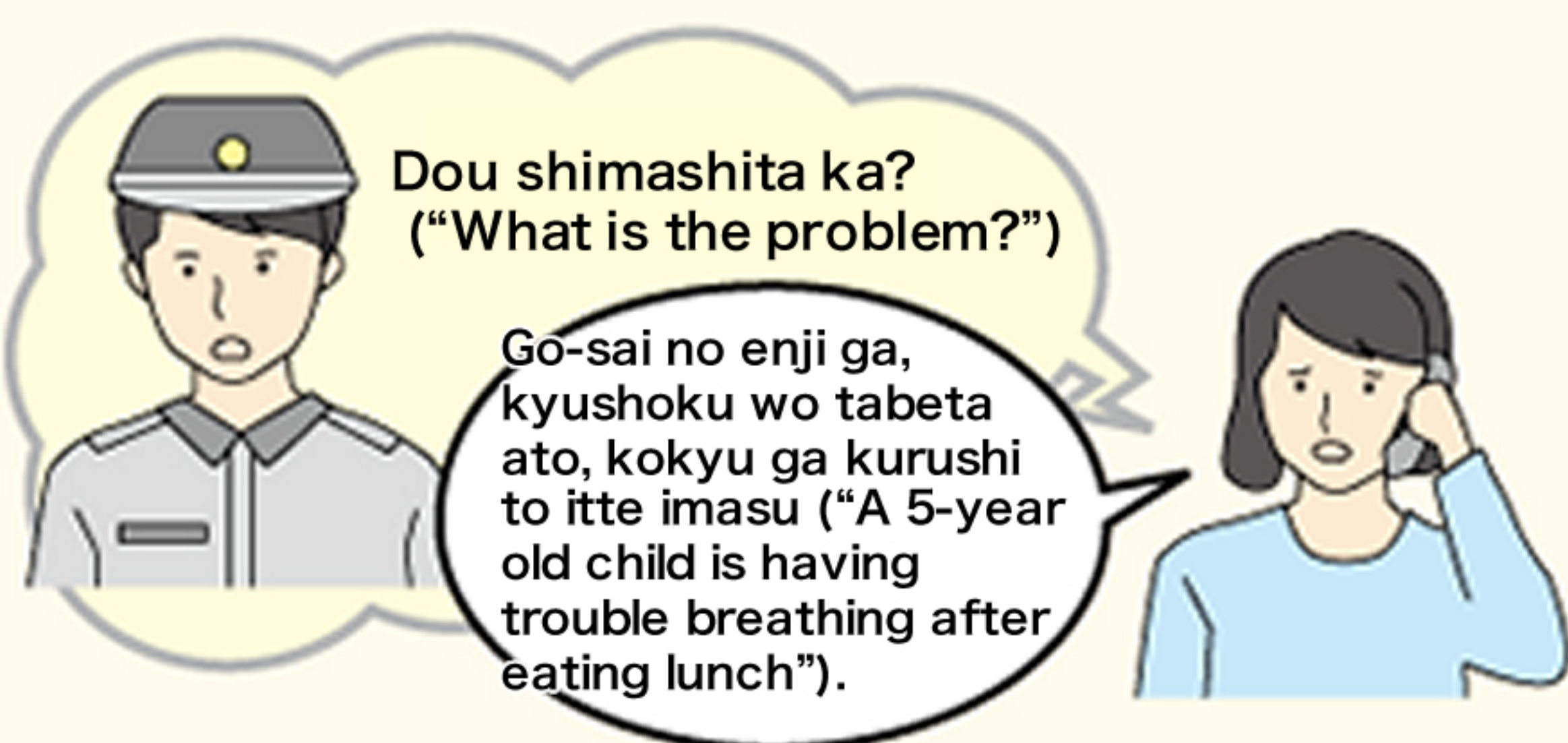


1. Say that it is a medical emergency ("kyukyu").



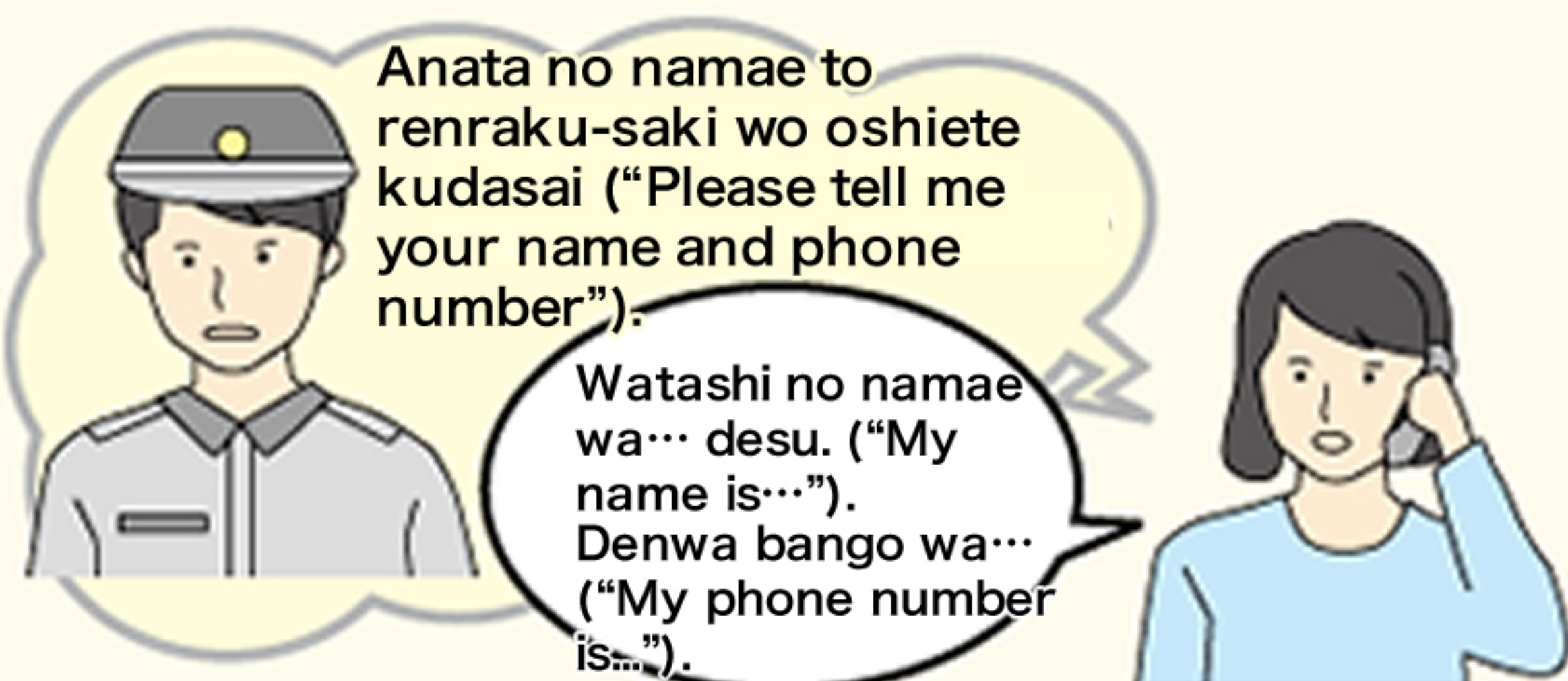
2. Say the address to which you want the ambulance to arrive.

Have the address and facility name written down so you can read it out.



3. Say what you can about "when, who, and how," plus "the current state."

Convey whether EpiPen® was prescribed, and whether EpiPen® was used.



4. Say your name and phone number.

Make sure you can be reached at the phone number you give.

\*The operator or paramedics may call you while the ambulance is on its way to check on the situation.

- Make sure the phone line is open so that the paramedics can call you en route.
- If necessary, ask for first aid instructions so you can do them while waiting for the ambulance.



# How to perform CPR and use an AED

- ◆ Strong, fast, incessant compression of the chest (breast plate)!
- ◆ Continue CPR until the paramedics take over, or until normal breathing resumes and normal movement returns.

## 1. Check for response

Tap on shoulder and call in a loud voice.  
For infants and toddlers, tap the soles of the feet and call for a response.

**No response**

## 2. Call 119

Call 119 and send for an AED.

## 3. Check breathing

Within 10 seconds, observe chest and abdomen for movements.

**Not breathing normally**

\*If child seems to be breathing normally, continue monitoring while waiting for the ambulance to arrive.

## 4. Always perform chest compression! If possible, perform artificial respiration

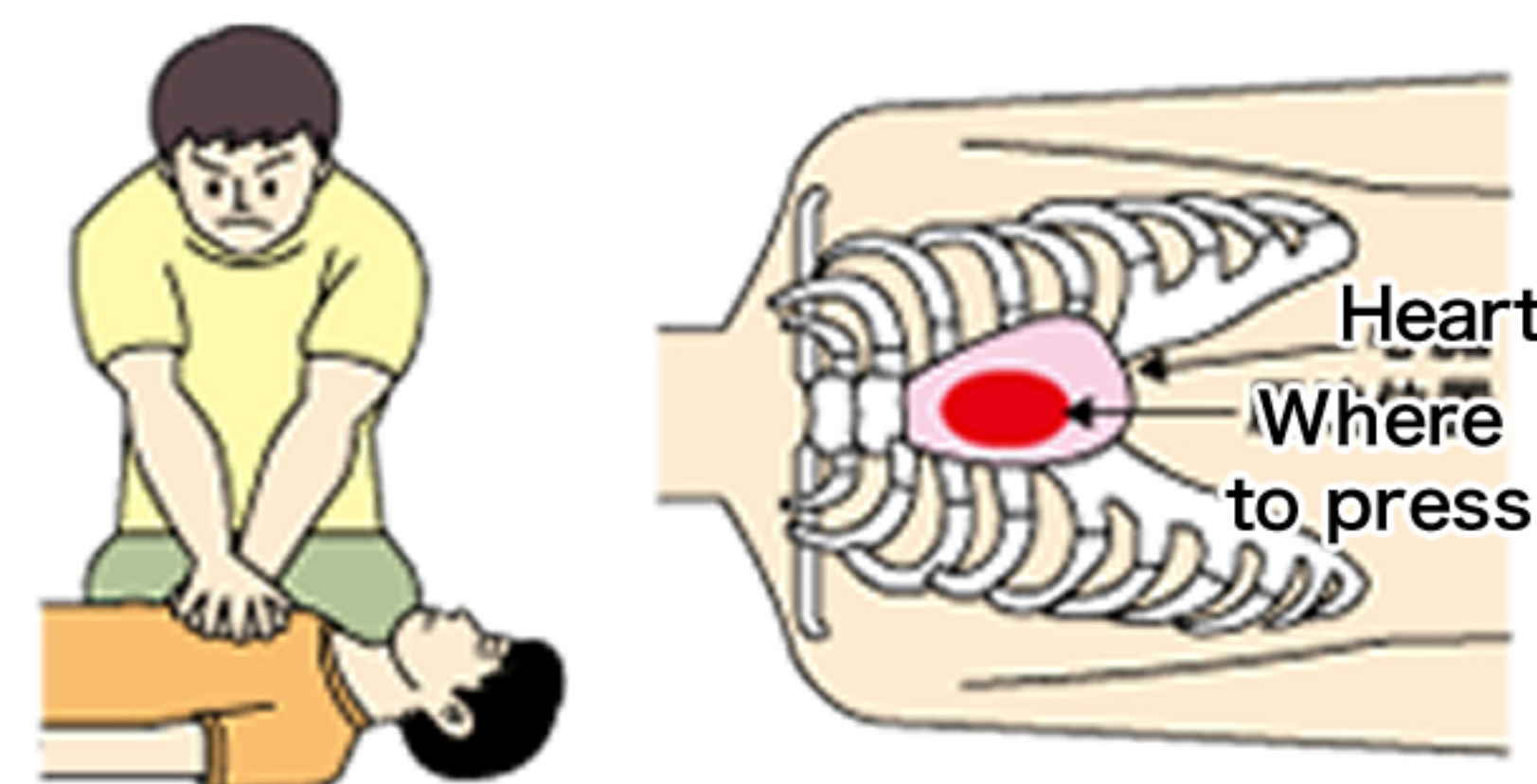
**30:2**

Immediately start chest compression.  
As soon as preparations for artificial respiration are complete, perform artificial respiration if possible.

## 5. Follow the AED's instructions

Press Power button.  
Attach pads to child and follow the AED's instructions for automatic analysis.

### [Tips for chest compression]



- ◎ Strong (press chest down 1/3 deep)
- ◎ Fast (100-120 times/min)
- ◎ Incessantly (keep interruptions to a minimum)
- ◎ Where to press: Middle of chest

### [Tips for artificial respiration]



- When blowing air in
- ◎ Take about 1 second.
  - ◎ The chest should rise a little.

### [Tips for attaching AED pads]



- ◎ If possible, continue chest compression even while attaching AED pads.
- ◎ Attach pads to dry skin. If the child is sweating etc. and the skin is wet, use a towel to wipe away moisture where pads are to be attached.
- ◎ For children up to about age 6, use pediatric pads. If pediatric pads are not available, use adult pads.

Hanarete-kudasai  
("Please move away").



### [Tips for cardiac analysis]

- ◎ During cardiac analysis, call out to others around you to make sure no one touches the child.

Hanarete-kudasai  
("Please move away").



### [Tips for administering electric shock]

Once you are sure that no one is touching the child, press the blinking Shock button.



# Symptom check sheet

- ◆ Symptoms may change rapidly. Observe symptoms carefully every 5 minutes.
- ◆ If any one of the symptoms in   apply, use EpiPen®.  
(EpiPen® can be used after person has taken oral medication)

Time at which monitoring started (    :    am/pm)    Time at which oral mediation was taken (    :    am/pm)    Time at which EpiPen® was used (    :    am/pm)

Overall symptoms	<div><input type="checkbox"/> Limp, lethargic <input type="checkbox"/> Dazed, feeling faint <input type="checkbox"/> Losing bladder or bowel control <input type="checkbox"/> Weak or irregular pulse <input type="checkbox"/> Blue-white lips and/or nails</div>		
Respiratory symptoms	<div><input type="checkbox"/> Tightness in throat and/or chest <input type="checkbox"/> Raspy voice <input type="checkbox"/> Bark-like cough <input type="checkbox"/> Difficulty breathing <input type="checkbox"/> Persistent, violent coughing <input type="checkbox"/> Wheezy breathing</div>	<div><input type="checkbox"/> Light coughing several times</div>	
Gastrointestinal symptoms	<div><input type="checkbox"/> Persistent, severe (unbearable) stomach pain <input type="checkbox"/> Prolonged, repeated vomiting</div>	<div><input type="checkbox"/> Moderate stomach pain <input type="checkbox"/> Vomiting 1 or 2 times <input type="checkbox"/> Diarrhea 1 or 2 times</div>	<div><input type="checkbox"/> Mild (bearable) stomach pain <input type="checkbox"/> Nausea</div>
Symptoms of eyes, mouth, nose, and/or face	<div>If any one of the above symptoms applies</div>	<div><input type="checkbox"/> Swelling of entire face <input type="checkbox"/> Swelling of eyelids</div>	<div><input type="checkbox"/> Itchy or red eyes <input type="checkbox"/> Discomfort in mouth, swelling of lips <input type="checkbox"/> Sneezing, runny nose, nasal congestion</div>
Skin symptoms		<div><input type="checkbox"/> Intense itching <input type="checkbox"/> Hives which spreads throughout the body <input type="checkbox"/> Whole body is bright red</div>	<div><input type="checkbox"/> Mild itching <input type="checkbox"/> Several hive bumps <input type="checkbox"/> Localized reddening</div>

1. Use EpiPen® immediately.

2. Call an ambulance (call 119).

3. Keep calm and quiet (do not stand or walk).

4. Wait for ambulance to arrive.

5. If possible, take medication.

B

See B-1 of “Determination of urgency, and what to do”

Immediately transport to hospital in an ambulance

1. Give medication and prepare EpiPen®.

2. Promptly go to a hospital (also consider calling an ambulance).

3. Observe changes in symptoms every 5 minutes until you arrive at the hospital. If any one of the symptoms in   apply, use EpiPen®.

Promptly go to a hospital

1. Give medication.

2. For at least 1 hour, observe changes in symptoms every 5 minutes. If there is no improvement in symptoms, go to a hospital.

Keep calm and quiet, and monitor the condition carefully



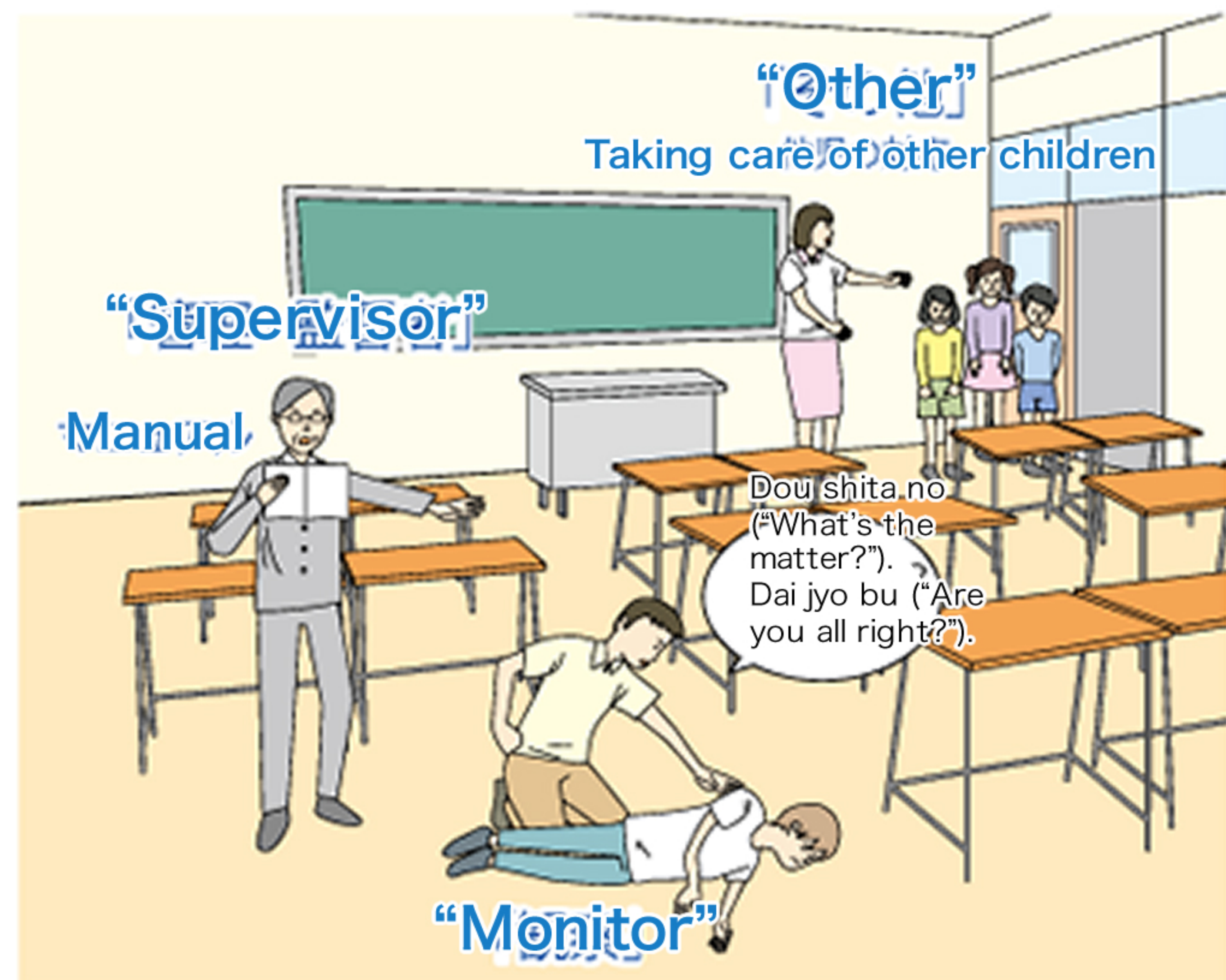
# How to prepare for an emergency

## When using this manual, note the following.

- ☆ Set up a food allergy committee in your child care center, kindergarten, or school.
- ☆ Formulate a training program for your teachers and other staff.  
Take training programs such as the one offered by the Tokyo Metropolitan Government, and refer to various guidelines\* to implement training programs in your school or facility.
- ☆ Identify the individuals who may require emergency care. Be versed in the person's Seikatsu Kanri Shido-hyo ("Allergy Control Guidance Chart") and courses of action. Make sure all teachers and staff share information from the individual's guardian, doctor, etc.
- ☆ Use this manual and establish roles and responsibilities of teachers and staff, as well as methods of operation, so that everyone can take appropriate action in an emergency.
- ☆ Establish storage methods so that EpiPen® and oral medication can be accessed and used reliably and effectively.
- ☆ Have several "Symptom check sheets" ready and use them to keep records when monitoring symptoms.
- ☆ Even when caring for people who have not been prescribed (do not have) EpiPen® or oral medication, refer to the flowchart of "How to deal with allergy symptoms" to make a determination.
- ☆ In such cases, skip the sections "How to use EpiPen®" and "Give oral medication" and use the subsequent parameters to make a determination.

### \*Various guidelines

- "Food allergy guidebook" (Issued by Tokyo Metropolitan Government Bureau of Social Welfare and Public Health, 2010)
- "Guidelines for allergic reactions in child care centers" (Issued by MHLW, 2011)
- "Guidelines for addressing allergic disorders in schools" (Issued by Japanese Society of School Health, 2008)



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[Editorial supervision] Tokyo Metropolitan Government Committee on Measures for Allergic Disorders

[Editing and cooperation] Division of Allergy, Tokyo Metropolitan Children's Medical Center

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[Issued by] Health and Disaster Control Information Section, Planning and Coordination Department, Tokyo Metropolitan Institute of Public Health