

**MEMORANDUM OF AGREEMENT
BETWEEN
DEPARTMENT OF DEFENSE EDUCATION ACTIVITY
AND
FEDERAL EDUCATION ASSOCIATION-STATESIDE REGION**

**I.
BACKGROUND**

A. DoDEA and the FEA-SR agree to enter into this Memorandum of Agreement, hereinafter the "Agreement" regarding School Nurses administering emergency-use epinephrine by means of intramuscular injection to students, staff and guests who are at the school suffering from severe anaphylaxis.

**II.
MUTUAL AGREEMENT**

B. Both parties hereby agree to the following:

1. Each School Nurse who holds a valid current registered nurse license is required to satisfactorily complete a 2-phase training program during the normal duty day:

Phase 1: The School Nurse must complete web-based anaphylaxis training using the VHC's "Medic/Corpsman: Anaphylaxis Module" available at <https://www.projectimmunereadiness.amedd.army.mil>. A military or government email is required to set up an individual training account. Certificates are issued as proof of completion.

Phase 2: The School Nurse must also complete hands-on epinephrine auto injector training to ensure competency in administration. This training will be given by licensed medical personnel. The school principal will be responsible for making arrangements with the licensed medical personnel. This face-to-face training also gives the School Nurse the chance to ask any remaining questions after completion of the web-based training.

3. Both web-based and hands-on training must be re-accomplished annually, and conducted during the duty day.

4. Upon completion of training, the school principal, the association representative and the School Nurse will consult to develop the plan for informing school staff about this emergency use EpiPen program. The presentation will be done at a mutually agreed upon time, such as a regularly scheduled faculty meeting. The School Nurse will be responsible for administering epinephrine injectors to meet the emergent medical needs of students, staff and guests suffering from severe anaphylaxis.

2011/3/20/12

5. The School Nurse shall not be held responsible for any unforeseen circumstances beyond his/her control that interferes with the proper administration of the EpiPen, such as the lack of the immediate availability of a properly functioning EpiPen.

FOR DODEA:

Gemma Graham

Date: 12/12/12

FOR THE FEA-SR:

Ann Avord

Date: 11/30/2012