



**FARE**

Food Allergy Research & Education



# Access Service Guidance for Students with Food-Related Disabilities

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Access Services Guidance Committee:

**Jonathan Abernathy, M.S.Ed.\* (co-chair)**

*Director of Disability Services*

Union University

**Laura Patey, M.Ed. (co-chair)\***

*Associate Dean for Student Academic Resources*

Wesleyan University

**Joanne Clinch, MD\***

*Student Health Services Clinical Director*

Wake Forest University

**Scott Lissner**

*ADA Coordinator*

The Ohio State University

**James Long, J.D.\***

*Senior Consultant*

Education Rights Consulting

**Gemini McCasland, Esq.**

*U.S. Department of Education liaison*

**Kristie Orr, Ph.D.\***

*Director of Disability Services*

Texas A&M University

& AHEAD Director

**Sarah Wilson-Merriman\***

*Associate Director for Administration*

The University of Chicago

*\*Also attended a FARE College Summit*

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## Introduction

Researchers estimate that up to 32 million Americans, including one in 13 children, have food allergies. In fact, a 2013 report released by the Centers for Disease Control and Prevention found that the number of children with food allergies in the U.S. increased 50 percent between 1997 and 2011.

Food allergy reactions send someone to the emergency department every three minutes, resulting in more than 200,000 emergency department visits in the U.S. per year. The increasing number of people with food allergies, coupled with the fact that teenagers and young adults are at the highest risk for fatal food-induced anaphylaxis, makes this a critical issue for colleges and universities.

In addition, the settlement agreement between the U.S. Department of Justice and Lesley University in December 2012 increased awareness among higher education professionals that food allergies and celiac disease may qualify as a disability under the Americans with Disabilities Act (ADA).

*A disability as defined by the ADA is a mental or physical impairment that substantially limits a major life activity, such as eating. Major life activities also include major bodily functions, such as the functions of the gastrointestinal system. Some individuals with food allergies have a disability as defined by ADA, particularly those with more significant or severe responses to certain foods. This would include individuals with celiac disease and others who have autoimmune responses to certain foods, the symptoms of which may include difficulty swallowing or breathing, asthma, or anaphylactic shock.<sup>1</sup>*

Establishing a campus-wide approach, solid policies and procedures, and effective training are essential to providing a safe and inclusive environment. Because no two schools are the same, the plans that work best on one campus may not be the best solution on another. This guide is a resource to assist colleges and universities in best serving their campus communities' needs and was developed with the input of various campus stakeholders from disability services, dining services, health services and resident life.

The Access Services Guidance for Students with Disabilities is intended to assist disability services, resident life, health services, student affairs and other departments in creating and implementing effective policies and services to meet the needs of students with food allergies and celiac disease throughout the college setting.

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1 U.S. Department of Justice Civil Rights Division. Questions and Answers About the Lesley University Agreement and Potential Implications for Individuals with Food Allergies. Available at [www.ada.gov/q&a\\_lesley\\_university.htm](http://www.ada.gov/q&a_lesley_university.htm). Accessed Nov. 5, 2014.

## Access Services Guidance for Students with Disabilities

The number of college students with food allergies and celiac disease is growing. Many of these students have received important supports and services throughout their elementary and high school years that will only continue into college when they know to ask for them. When college students are connected to the appropriate services on campus, most dietary concerns can be successfully managed and the risk of potentially life-threatening reactions can be greatly reduced.

A critical first step to ensuring successful management of food allergies on campus is helping students understand the process for disclosing their food allergies and requesting services.

### Best Practices for Food Allergy Management on Campus

The following principles represent best practices for addressing the needs of students with food allergies. Schools should develop and maintain:

- A collaborative, campus-wide approach.
- A transparent and flexible process capable of meeting student needs without being burdensome.
- A comprehensive food allergy policy that includes:
  - A clear process for requesting accommodations/modifications,
  - Documentation required to establish an individual's food allergy as a disability,
  - A process for determining appropriate accommodations/modifications,
  - Implementation of accommodations/modifications,
  - Outreach and marketing, and
  - Assessment of services.
- Emergency response plans and training.
- Confidentiality.
  - As with other medical information, information about a student's food allergy or celiac disease should only be shared with those staff members directly involved in the implementation of accommodations/modifications, or in the emergency plans for these students.

See Appendix page 16 for examples of policies.

### Components of an Effective Food Allergy Policy

A policy that covers food allergies may be written as a separate policy or included within a disability policy for the campus. Ensure that policies and procedures (including grievance procedures) are clear, well documented, widely publicized and regularly reviewed. Whether the policy stands on its own or is incorporated within your existing policies, following are important areas it must cover.

#### A Clear Process for Requesting Accommodations/Modifications

Communicating with college students requires ensuring that the message is repeated in different campus venues and programs. Colleges should seek to make the food allergy accommodation process easy to find in a centralized resource online, as well as easy to understand and follow. Students will likely seek out the information in different places, which is why all food allergy information should funnel students toward a centralized resource.

- Include links to food allergy policies on various university websites. Work with your web development teams to include keywords so students can easily find policies with a simple search from the university's main homepage and housing services, disability services, dining services and health services pages.
  - Keywords: Food Allergy, Food Allergies, Celiac Disease, Celiac, Allergy, Allergies, Food Intolerance, Gluten, Eosinophilic Esophagitis, Anaphylaxis.
- No matter which website students search from, they should be directed back to a centralized department that provides them with all the information needed to disclose a food allergy and request accommodations. Information should include:
  - Current policies and procedures,
  - Contact information,
  - Documentation requirements, and
  - Accommodation forms.

### Documentation Required to Establish an Individual's Food Allergy as a Disability

A comprehensive policy should cover eligibility based on documentation and in consultation with student health services. Documentation guidelines should be clearly stated and documentation requirements should be reasonable.

The Association on Higher Education and Disability (AHEAD) includes the following principles as the foundation for policies and best practices used by postsecondary institutions as they establish documentation guidelines and determine accommodations for students with disabilities.

- All documentation should be reviewed on an individual, case-by-case basis.
- Determination of a disability doesn't require the use of any specific language.
- Determination of accommodations is an interactive process.
- Documentation of a specific disability does not translate directly into specific accommodations.
- Disability documentation should be treated in a confidential manner and shared only on a need-to-know basis.
- Information on the individual's disability is only one component of providing access.

According to AHEAD, documentation serves two primary purposes in postsecondary education:

1. To establish protection from discrimination. Non-discrimination is an assurance that individuals with disabilities will not be excluded or provided lesser access to programs and activities based on assumptions rooted in stereotype or perception of ability that are not based in fact. Non-discrimination also provides freedom from harassment based on perceptions of disability.
2. To determine the accommodations to which the individual may be entitled. Reasonable accommodations include modifications to policy, procedure or practice and the provision of auxiliary aids and services that are designed to provide equal access to programs and services for qualified individuals with disabilities.

Documentation should be a current statement from a physician noting the student has a food allergy and whether the potential exists for a severe or life-threatening reaction, as well as identifying the student's allergens. Ideally, documentation should be recent (within the last two years) as children can outgrow some allergies and new allergies can develop. It is essential, as with other conditions, that the documentation support the need for accommodation/modification as defined by the Americans with Disabilities Act (ADA).

For students with celiac disease, similar protocol can be followed. However, celiac disease cannot be outgrown, so documentation may not need to be recent.

A determination of whether or not the information supplied adequately documents the existence of a current disability and need for accommodation/modification is critical. If the documentation does not meet the institution's requirements, the student should be notified in a timely manner so that additional documentation may be gathered.

While not required for documentation, some students may also provide a more comprehensive medical evaluation from their physician. Additional information from the student's doctor can help guide the institution and student on the most appropriate plan to meet the student's individual needs. A comprehensive medical evaluation can be reviewed in consultation with health services on campus and might include the following items:

- Documentation of a past severe allergic reaction to a particular food(s).
- Records of allergy testing, which might include skin prick tests, blood tests, oral food challenges or elimination diets.
- Specific recommendations for appropriate accommodations through housing services, dining services or other departments. This might include options for a single room accommodation, access to a kitchen with separate storage of food items and cooking equipment, avoiding food allergens in science labs, etc.

For celiac disease, a more comprehensive medical evaluation might include standard testing for celiac disease—such as blood tests, an endoscopy with biopsy, or a gluten challenge—as well as specific recommendations for appropriate accommodations.

## A Process for Determining of Appropriate Accommodations/Modifications

It is vital that each institution develop a process for determining accommodations/modifications that is interactive and clearly outlines who is responsible for implementing them. This process will involve coordinating accommodations/modifications with other offices on campus. Document the plan that has been established and provide a copy to the student, dining services, health services and residential life staff. Be sure to include the protocol for emergency response within the plan.

The following are examples of accommodations/modifications that institutions may consider when addressing the needs of students with food allergies. All accommodations should be determined on a case-by-case basis, and should involve communication with the student for determining barriers to access and ways in which these barriers can be addressed.

### Dining Services Accommodations/Modifications

- Food free of allergen(s) identified by students made available at every meal.
- Implement procedures to avoid cross-contact throughout dining services.
- Information about ingredients and food preparation available through consultation with a dietitian, chef and/or dining hall managers.
- Access to a specific allergy-friendly food preparation area or access to a separate kitchen to prepare their own meals.
- Students with food allergies and celiac disease can request a release or modification of mandatory meal plans. If an exemption or modification is deemed appropriate, consider other accommodations that may be necessary to ensure the student has access to safe food (e.g. a dorm room with access to a private kitchen).
- For additional information and resources for dining services, visit [foodallergy.org/collegeresources](http://foodallergy.org/collegeresources).

### Residential Life Accommodations/Modifications

- Modifications to housing policies and activities such as offering a single room, a room with another student with the same allergy, a room with a kitchen, or additional food storage or preparation space.
- Training of resident advisors (see page 14).

### Academic Accommodations

- Flexibility with attendance and/or deadlines when students experience a food allergy or celiac reaction.
- Class adjustments, if necessary and appropriate. For example, a culinary student may need to prepare only foods without their allergen(s) or a biology student may need to avoid handling their allergen(s) in a lab.

### Implementation of Accommodations/Modifications

Initial research shows that the most effective food allergy strategy for a college or university is to appoint a centralized department to oversee food allergy accommodation requests, manage the implementation of a food allergy policy, and champion the needs of students with food allergies on campus. However, it must be noted that no single department can effectively reach all students on campus. Instead, a college should develop a Food Allergy Team of key stakeholders that share the responsibilities of reaching students and ensuring accommodations are effectively implemented. At minimum, the team should consist of at least one representative from dining services, housing services, disability services, health services, and campus emergency responders. Departments to consider for inclusion:

- **Disability Services** - to manage the process that students must follow in order to qualify for accommodations.
- **Dining Services** - to implement the food accommodations and emergency response plans for the dining halls.
- **Housing Services** - to implement housing accommodations and emergency response plans for the dorms.
- **Health Services** - to address medical concerns, documentation and training laypeople as needed.
- **Campus emergency responders** - to assist with and implement emergency plans.
- **Marketing/communications team** - to help with communication of food allergy policy/plan to students.
- **University attorney** - to assist with policy creation/disclaimers as needed.

In addition, a group of liaisons should be developed to broaden outreach to students with food allergies and celiac disease to ensure they are able to fully participate in university events and programs. Those liaisons would be targeted for outreach efforts. The departments/offices in this liaison group could include, but are not limited to:

- **Office for Parent Programs**
- **Event Planning Staff/Catering**
- **Athletics**
- **Greek Life**
- **Alumni Groups**
- **ROTC**
- **Student Groups**
- **Student Affairs**
- **Incoming Student Orientation Staff**

Consider what programs and activities are held on your campus to determine which departments should be included in your outreach efforts.

In addition to helping with the implementation of food allergy accommodations/modifications, partnering with these departments will serve multiple functions. First, it will help educate key personnel on food allergy policies. Secondly, it will strengthen existing relationships between the departments, which ensures an effective flow of information during the implementation process. Lastly, including key department representatives will ensure the university staff around campus

are aware of the centralized channel for requesting and receiving food allergy accommodations, regardless of which department takes this role.

## Outreach and Marketing

It is important that students disclose their food allergies or celiac disease to the institution, preferably before arriving on campus. But this does not always occur, and there may be some challenges in encouraging students to disclose their allergies. First, some students may be reluctant to self-identify because of perceived stigma or a desire to feel normal in a peer setting. Second, if students choose to seek accommodations/modifications, they may not understand the process for requesting assistance or know where to find important application materials. While it is ultimately the student's responsibility to disclose a food allergy or celiac disease to the institution, the institution can remove barriers by providing multiple channels for students to request food allergy accommodations.

It is recommended that the institution notify all incoming (first year and transfer) students of the ways to contact disability services to request accommodations/modifications. In addition, provide as many ways as possible for students to disclose their allergies, and create a system so those disclosures are reported back to the primary department responsible for food allergy accommodations. Here are some places to include these opportunities:

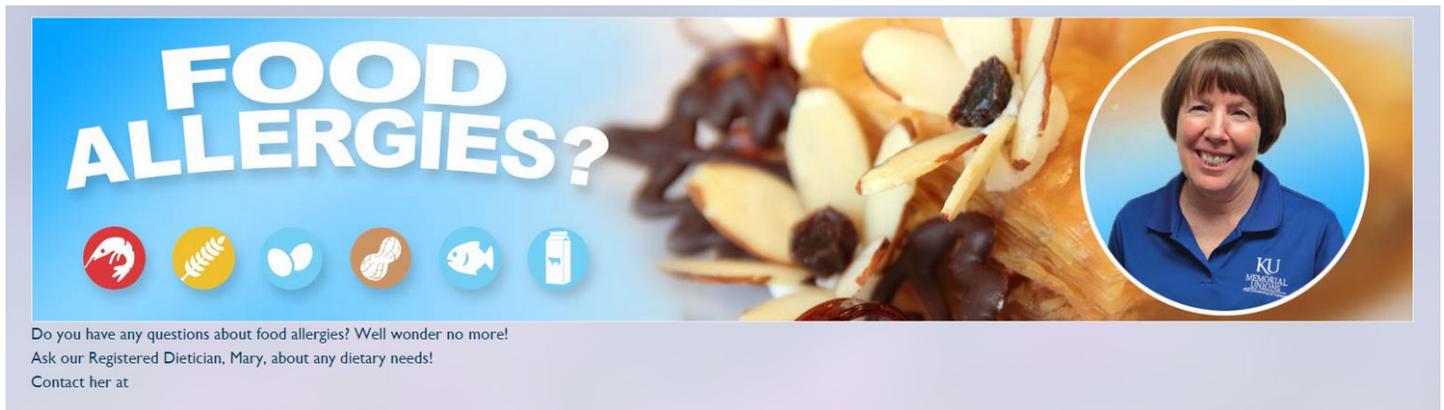
- Housing applications
  - Note: Also consider reaching out to providers of non-university housing, such as Greek Life housing, and asking them to incorporate this into their processes.
- Meal plan purchase forms
- Student healthcare forms
- Invitations for campus events like orientation and open houses where food is served
- New student orientation
- On the college's web pages
  - Disability services page
  - Dining services page
  - Housing services page
- Athletics forms

**Note: no pre-admission inquiry about an applicant's disability status is allowed.**

Having comprehensive food allergy policies is critical, but just as essential is ensuring that the campus community knows these policies exist. Spread the word around campus.

- Use interactions with new students to promote the institution's food allergy policies.
  - Orientation
    - If dining services does a presentation during orientation, food allergies can be mentioned.
    - During orientation meals, food allergies should be discussed and accommodated.
  - Student tours
    - Tour guides can provide information about food allergy policies while giving tours to prospective students.
- Include food allergy information in printed materials or emails sent to prospective students.
- Use social media to promote food allergy policies.

Work with other departments, and particularly dining services, to incorporate food allergy information into their marketing. For example, the University of Kansas implemented a marketing campaign featuring posters with their registered dietitian's picture and directing students with food allergies to contact her. They also offer rack cards explaining their food allergy accommodations process (see appendix page 22).



The University of Kansas uses posters with the Registered Dietitian's face to educate students with food allergies about who to contact for assistance. Photo courtesy of the University of Kansas.

### Assessment of Services

A multidisciplinary team should be established to review the process, ensure compliance and remedy mistakes so that they can be avoided in the future.

Each university may have its own idea about what success will look like. You will need to determine what your university will look for to determine if your food allergy and celiac disease policy has been successful, but here are some key success markers to consider:

- Students aren't having reactions to the food they're being served. It's important to note that reactions may be underreported, so asking students whether they've experienced reactions is helpful.
- Students with food allergies and celiac disease are able to fully participate and be included in on-campus dining and housing.
- You have an assortment of quality allergy-friendly menu items that look and taste good.

You will also need to create a process to measure whether you are meeting your goals.

- Create student satisfaction surveys to measure the students' perceptions of safety, inclusion, enjoyment, etc. Sample questions are included below:
  - How long did it take for you to feel acclimated and comfortable with managing your food allergy or celiac disease on campus?
  - Do you feel safe on campus? Do you feel safe eating on campus?
  - How often do you opt out of a meal because of safety concerns?
  - How often do you eat the same safe foods in the cafeteria instead of trying new foods?
  - Have you experienced any reactions in the dining facilities on campus?
  - Have you had any problems with your roommate(s) or living situation related to food allergies or celiac disease?
  - Have you experienced any reactions in your dorm room?
  - Do you feel your voice is heard?
  - How did you find out where to go for food allergy accommodations/modifications? How long did it take you to learn this information?

- Develop a one-on-one connection with students with food allergies and celiac disease that allows for open communication. Do this via whatever method the student is most comfortable with (text messages, email, in-person meetings, etc.). It'll allow you to customize your approach to each student and will help you gauge the success of your program.
- Talk with other departments to gauge how the accommodations/modifications process is working in different areas.

In addition, create an incident report system for students and staff to report any food allergy or celiac reactions. When mistakes happen, follow up on them to see where the process broke down. Develop plans to avoid the same mistakes in the future.

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## Components of an Effective Food Allergy Policy Section Checklist

- Create a clear process for requesting food allergy accommodations, and make sure this information is easy to find online from multiple sources (dining services website, university homepage, etc.).
- Determine what documentation is required to establish students' dietary restrictions as a disability.
- Create a process for determining what appropriate accommodations will be. Note that accommodations will need to be determined on a case-by-case basis and in collaboration with the student.
- Develop partnerships with other departments to implement accommodations.
- Leverage your partnerships with other departments to market and communicate food allergy policies and procedures to staff and students.
- Create a process to assess the services being offered and identify areas for improvement.

## Emergency Response Plans and Training for Food Allergies

The majority of allergic reactions will occur where a student lives and eats, which includes dining halls, residence halls, sports arenas and even classrooms. While your university likely has emergency procedures already in place, it is important that a consistent emergency response plan for food allergies is created and distributed.

### Creating an Emergency Response Plan

For severe allergic reactions known as anaphylaxis, administering epinephrine promptly is the best way to save lives. Any delay in administering epinephrine increases the risk of death, so ensuring rapid access to epinephrine needs to be a top priority. When creating an emergency response plan for food allergy reactions and anaphylaxis, consider the following questions:

1. If someone dials 911 from a university phone, will they reach an outside emergency services provider or campus security? How quickly can emergency responders arrive?
2. Will campus or city emergency responders be sent when 911 is dialed? Will the emergency responders sent have epinephrine with them? Note: In some jurisdictions, emergency responders do not automatically carry epinephrine.
3. Will you keep stock epinephrine (undesignated epinephrine that can be used for any person experiencing a severe allergic reaction) around your campus and allow key staff to be trained to administer it?
  - Many states have legislation allowing public places, like colleges and universities, to keep epinephrine on hand for use in an emergency. Visit [foodallergy.org/access](https://www.foodallergy.org/access) to learn more.
  - To learn how to recognize and respond to anaphylaxis, visit [foodallergy.org/savealife](https://www.foodallergy.org/savealife)
4. If a student has an epinephrine auto-injector, but is unable to inject themselves during a reaction, will university staff—including resident advisors—be trained on how to administer it? If not, what will the plan be for getting the epinephrine administered in a timely manner?
  - For information on the different types of epinephrine auto-injectors and how to use them, please visit: [foodallergy.org/treating-an-allergic-reaction/epinephrine](https://www.foodallergy.org/treating-an-allergic-reaction/epinephrine).
5. Where is the nearest medical center that can treat an allergic reaction?
6. Who will undergo emergency response training? At minimum, this should be staff who work in areas where students live and eat.

A student with a prescription for epinephrine should always carry their auto-injector with them, but in case a student does not have their epinephrine, or a person with a previously undiagnosed allergy has a reaction, it is important to consider the timeliest way to access epinephrine.

### Training

Staff who will be involved with food allergy accommodations should undergo proper training so that they can effectively serve students. Most people realize, for example, that dining services staff need to understand how to safely prepare foods for diners with food allergies and celiac disease. However, it is also important that others working with students, particularly those who work where students consume food, receive training.

Consider, will a resident advisor know what to do if a student experiences an allergic reaction in a dorm room? Will a cashier in the dining hall know what to do if a student experiences an allergic reaction? Proper training can save lives. Food allergy training should include the following information:

1. Food allergy and celiac disease basics (including statistics and descriptions).
  - To learn more about food allergies, visit [foodallergy.org](https://www.foodallergy.org).
  - To learn more about celiac disease, visit [celiaccentral.org](https://www.celiaccentral.org).

2. The symptoms of a food allergy reaction and how to recognize anaphylaxis. Download the FARE symptoms poster here: [foodallergy.org/commonsymptoms](http://foodallergy.org/commonsymptoms).
- Note: Anaphylaxis is a severe, life-threatening allergic reaction that can be caused by food. A person with celiac disease will not experience anaphylaxis from consuming gluten, but may experience other serious health consequences. For more on celiac disease symptoms, visit: [www.celiaccentral.org/newlydiagnosed/Celiac-Symptoms/32/](http://www.celiaccentral.org/newlydiagnosed/Celiac-Symptoms/32/).


www.foodallergy.org

## For a suspected or active food allergy reaction

**FOR ANY OF THE FOLLOWING SEVERE SYMPTOMS**

-  **LUNG:** Short of breath, wheezing, repetitive cough
-  **HEART:** Pale, blue, faint, weak pulse, dizzy
-  **THROAT:** Tight, hoarse, trouble breathing/swallowing
-  **MOUTH:** Significant swelling of the tongue, lips
-  **SKIN:** Many hives over body, widespread redness
-  **GUT:** Repetitive vomiting, severe diarrhea
-  **OTHER:** Feeling something bad is about to happen, anxiety, confusion

**OR MORE THAN ONE MILD SYMPTOM**

-  **NOSE:** Itchy/runny nose, sneezing
-  **MOUTH:** Itchy mouth
-  **SKIN:** A few hives, mild itch
-  **GUT:** Mild nausea/discomfort

1

INJECT  
EPINEPHRINE  
IMMEDIATELY.

2

 **Call 911.**  
Request ambulance with epinephrine.

**Consider Additional Meds**  
(After epinephrine):

- » Antihistamine
- » Inhaler (bronchodilator) if asthma

**Positioning**  
Lay the person flat and raise legs. If breathing is difficult or they are vomiting, let them sit up or lie on their side.

**Next Steps**

- » If symptoms do not improve, or symptoms return, more doses of epinephrine can be given about 5 minutes or more after the last dose.
- » Transport to and remain in ER for at least 4 hours because symptoms may return.



Do not depend on antihistamines. When in doubt, give epinephrine and call 911.

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3. How to properly respond to anaphylaxis. Download the FARE Food Allergy & Anaphylaxis Emergency Care Plan, which should be filled out by the student's physician, here: [foodallergy.org/faap](http://foodallergy.org/faap) or see appendix page 24.
  - Ensure the student receives epinephrine promptly. Any delay in administering epinephrine increases the risk of death.
  - Call 911.
    - Clearly communicate the student's location on campus.
    - The dispatcher must be told that a student is having an allergic reaction and epinephrine is needed. Not all emergency responders carry epinephrine so it is critical that this information is conveyed.
  - Lay the person flat and raise their legs. If breathing is difficult or they are vomiting, let them sit up or lie on their side. A person in anaphylaxis should NEVER be stood up.
  - If symptoms do not improve, a second dose of epinephrine can be given 5 minutes or more after the last dose.
  - Have emergency responders transport the student to the emergency department, even if symptoms resolve. The student should remain in the emergency department for at least four hours because symptoms may return. When symptoms return, this is called a biphasic reaction.
  - Students should never return to their dorm room or apartment alone if they think they may be having an allergic reaction. Remind students that they should remain with others until it is clear whether they are experiencing anaphylaxis.
4. Your school's specific policies and resources.
  - Where to direct students in need of accommodations/modifications.
  - Emergency response procedures.

### Resident Advisor Additional Training

Resident advisors (RAs) play a unique and important role in students' lives and safety. In addition to the training discussed above, RAs should also receive training on how to mediate conflicts that may occur, particularly surrounding food in a dorm room, which can pose a safety risk to students with food allergies.

RAs are also in a good position to help students become their own best advocates when it comes to their safety and well-being. A few simple things RAs can do could save a life:

- Encourage students to have ongoing communication with disability services, dining services and services.
- Encourage students to disclose their allergies to friends and when dining out.
- Encourage students to report reactions immediately and never go to their dorm room alone if they think they may be having one, even if they think it's mild. Reactions can go from mild to severe very quickly.
- Encourage safe behaviors and open communication with dating, because intimate contact like kissing can lead to an allergic reaction. While young adults may find it uncomfortable to discuss their food allergies and kissing with a date, if a date consumes a student's allergen, they should wait at least a few hours and consume a safe meal before kissing.

Alcohol and food allergies are another topic RAs should be aware of. Alcohol presents multiple potential threats to someone with a food allergy:

- Disclosure of major food allergens on alcoholic beverage labels is not required by law. Some alcoholic beverages may contain allergens such as milk, tree nuts and wheat that may not be listed on the label.
- Consuming alcohol may impair judgment and increase risk-taking behaviors, not just of the student but of those around them. This could lead to eating something unsafe or deciding not to carry an epinephrine auto-injector.
- Alcohol may increase the rate at which a food allergen is absorbed, resulting in a quicker onset of symptoms.
- Alcohol can slow reaction times and inhibit a person's ability to recognize a reaction and administer epinephrine.

RAs should also know that anaphylaxis and intoxication share many of the same symptoms, including flushed skin, confusion, vomiting and passing out. They should never assume a student with a food allergy is intoxicated, as the student may be in anaphylaxis and in immediate need of medical attention.

### Dining Services Additional Training

In addition to the training mentioned above, dining services staff will need in-depth training on how to plan, prepare and serve food safe for diners with food allergies and celiac disease. Additional information for dining services can be found in FARE's Pilot Guidelines for Managing Food Allergies at [foodallergy.org/collegeresources](http://foodallergy.org/collegeresources).

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## Emergency Response and Training Section Checklist

- Create an emergency plan that considers the quickest way to get epinephrine to a student experiencing anaphylaxis.
- Train staff involved in food allergy accommodations, particularly staff in dining services and housing services, on food allergies, how to recognize and respond to a food allergy reaction, and on campus emergency plans for anaphylaxis.
- Provide additional training for resident advisors (RAs) on helping students become their own self-advocates, mediating conflicts surrounding food in dorm rooms and recognizing the symptoms of anaphylaxis.

## Appendix

### Sample Access Services Policies

Here are two examples of policies addressing food allergy accommodations. The first, adapted from Siena College's policy, is specifically written to address accommodations for students with food allergies.

#### Siena College

##### Policy on Food Allergy Accommodations for Students<sup>1</sup>

###### Introduction

Siena College recognizes that mealtimes provide a social opportunity to enjoy conversation, relaxation and good food. We offer a variety of foods that promote a healthy lifestyle. We also recognize that some individuals have one or more food allergies that require them more time and effort in managing their diet. We make every effort to provide helpful information to members of our campus community who have to manage their food allergies when eating on campus.

If an individual has been diagnosed by a physician with a life threatening food allergy, this may constitute a disability under the Americans with Disability Act. Siena College complies with Title III of the Americans with Disabilities Act<sup>2</sup>. We acknowledge that we have an obligation to make reasonable modifications in policies, practices and procedures when necessary to accommodate students with disabilities, including food allergies.

###### Purpose

The purpose of this policy is to: (1) alert the Siena College Community to the existence of food allergies and the importance of keeping students with food allergies safe; (2) notify students of the measures available to accommodate food allergies; and make students with food allergies aware of their personal responsibility to keep themselves safe.

At Siena College, we work together to provide reasonable arrangements so that each member of our campus community may participate in the Siena College dining experience.

Siena College has developed a standardized process to assist individuals with food allergies. The process takes into account each individual's particular dietary requirements. Our goal is to provide individuals with food allergies the tools they need to be active in the management of their allergy.

###### Sodexo's Accommodations for Students with Food Allergies

Sodexo can accommodate many special diets within the dining hall during the academic year. Sodexo can also accommodate special diets during breaks, summer and holidays. Sodexo offers a wide variety of items from which students may select. The dining hall also offers a gluten-free and nut-free area. This allergy-free zone is referred to as MYZone. Signs are posted to inform individuals with special diets. We also serve soy- and lactose-free milk. In addition, there is a hot gluten- and nut-free entrée available, including breads and desserts. Dining hall staff will familiarize individuals with the many alternatives provided on our regular menus. We will also provide nutritional and product information individuals need to be able to make informed and safe choices. Students may pre-order their meals by giving dining services 24 hours advanced notice before the meal so staff can obtain the necessary ingredients to prepare the specific meal requested.

1 Siena College. Policy on Food Allergy Accommodations for Students. Available at: [www2.siena.edu/uploadedfiles/home/student\\_life/student\\_affairs/student\\_services/health\\_services/2014-2015%20Policy%20on%20Food%20Allergy%20Accommodations%20for%20Students.pdf](http://www2.siena.edu/uploadedfiles/home/student_life/student_affairs/student_services/health_services/2014-2015%20Policy%20on%20Food%20Allergy%20Accommodations%20for%20Students.pdf). Accessed November 5, 2014.

2 Title II of the Americans with Disabilities Act and Section 504 of The Rehabilitation Act of 1973 also apply to universities that receive federal funding. To read Title II, visit: [www.ada.gov/regs2010/titleII\\_2010/titleII\\_2010\\_regulations.htm#a35101](http://www.ada.gov/regs2010/titleII_2010/titleII_2010_regulations.htm#a35101). To read Section 504, visit: [www2.ed.gov/about/offices/list/ocr/docs/edlite-FAPE504.html](http://www2.ed.gov/about/offices/list/ocr/docs/edlite-FAPE504.html)

**Dining Services provides the following:**

1. Individual counseling
2. Nutrition facts on their website
3. A trained staff to answer questions and help with selections who wear badges to inform the public of their status
4. Precautions to prevent cross-contact, including a freezer for gluten free foods and one for nut free foods
5. Special foods available on a daily basis, including many gluten-free foods, soy milk, lactose free milk, and foods cooked to order
6. Signs posted at point-of-sale alerting students to foods containing the eight major food allergens (shellfish, fish, peanuts, tree nuts, soy, wheat, milk, eggs)
7. Use of canola or corn oil

We train our food staff on the severity of food allergies. This training includes instruction on food allergies, including food products that contain allergens, cross-contact and proper food storage and preparation, how to answer inquiries regarding food allergies and Siena's policy for requesting an accommodation for a food allergy.

We label items with possible allergen-containing ingredients. We understand that there is always a risk of cross-contact. We ask that students with food allergies be aware of this risk.

We also recognize that students with food allergies may wish to not eat at the dining hall but want to visit with friends. Students may go through meal plan/dining services accommodation procedures to access the dining hall; they will not be charged for any meals however.

Nutrition counseling is available to Siena students on a year-round basis. The services of a Licensed, Registered Dietitian are available to students wanting information on general nutrition, weight management, food allergies, or specific therapeutic diets. The nutrition office is located in the Lower Serra Hall and appointments can be made by calling XXXXXXXX XXXXXXXXX, Sodexo.

**Procedures**

Students with special requests due to a food allergy are strongly encouraged to make the College aware of these needs as early as possible when they begin their studies. The following procedure must be followed.

1. Students must contact the Director of Health Services to request the following form: *Meal Plan Modification Due to Medical Circumstances*.
2. Students must provide current and appropriate medical documentation to support their request for a meal plan accommodation that is completed by the student's physician.
3. Students will be asked to sign a general release so information related to their food allergies can be shared with others, including, but limited to: the Director of Services for Students with Disabilities, Director of Dining Services, Sodexo's Regional Dietitian Nutritionist, faculty, coaches, Dean of Students, ADA & 504 Coordinator, Residence Life Staff and Public Safety personnel.
4. Upon receipt of the signed release, the Director of Health Services will inform the Director of Services for Students with Disabilities, Director of Dining Services and ADA & 504 Coordinator about the request.
  - Students will be required to meet with the Director of Dining Services and Sodexo's Regional Dietician Nutritionist to discuss their needs and learn of the food options available to them.
  - At this meeting the following will be discussed:
    - Diet history of foods that can and cannot be tolerated
    - All of the food options and allergy-alternative food products available at Siena College
    - Introduction to the dining hall staff that will be working with students
  - The Director of Health Services, in conjunction with the Director of Services for Students with Disabilities, will be informed of the outcome of this meeting with the Director of Dining Services and Sodexo's Regional Dietician Nutritionist. They will develop an individualized plan for each student. This plan will outline the College's

responsibility and student's responsibility for safely managing food allergies while attending classes or functions or residing on campus. Items on these plans will include ways to notify individuals about allergic reactions and access emergency responders at the College. The student, Director of Health Services and Director of Services for Students with Disabilities will sign the individualized plan. Copies of the plan will be provided to the Director of Dining Services and to the Dean of Students.

5. Students with food allergies must review any changes in their medical condition with the Director of Health Services in a timely manner. The Director of Health Services will also notify the Director of Services for Students with Disabilities, Director of Dining Services and ADA & 504 Coordinator of the modifications in medical conditions.
6. Violations of the policy must be reported to the ADA/504 Coordinator. All complaints will be taken seriously and followed through to resolution. All complaints will be prompt, impartial, confidential and retaliatory-free. Siena will not discriminate against any individual because of exercising his or her right to come forth with a complaint or against individuals who participated in an investigation.

### Staff Procedures for Allergic Reactions

When a student is suspected to have such an allergic reaction, a staff member shall call 911. The Public Safety emergency number is 911 from any campus phone or XXX-XXX-XXXX (from a cellular phone). The staff member should provide information relating to the allergic reaction and location of the student. A staff member will stay with the individual until medical help arrives. If the situation is deemed to be a medical emergency a staff member will meet the student at the hospital.

### Responsibilities of Siena College

The College will:

1. Follow this policy at all times.
2. Provide students with food allergies the tools they need to be active in the management of their allergy.
3. Provide individual counseling with a registered dietitian nutritionist and the director of dining services.
4. Facilitate training for food services and students on food allergies in general and Siena's policy specifically.
5. Take precautions to prevent cross-contamination.
6. Post signs at point-of-sale alerting students to foods containing major food allergens.
7. Permit students who cannot eat at the dining hall due to food allergies to access the dining hall without being charged for their meals.
8. Offer special foods available on a daily basis.
9. Permit students to pre-order their meals by giving dining services 24 hours advanced notice.
10. Offer special foods for catered events at the College.
11. Respond promptly, confidentially and impartially to all complaints of violations of this policy

### Responsibilities of Students with Food Allergies

Students will:

1. Carry with them and use an epinephrine auto-injector in an event of an allergic reaction. Students are responsible for ensuring their epinephrine auto-injector have not expired.
2. Notify roommates about their food allergies.
3. Familiarize themselves with this policy and procedure.
4. Adhere to the procedures outlined in this policy regarding notification to the College, including meeting with the Director of Dining Services and the Registered Dietitian Nutritionist.
5. Ask managers rather than servers of dining facilities about nutrition facts, precautions to prevent cross-contact and special foods available on a daily basis.
6. Familiarize themselves with the daily menus and signs posted regarding allergens.

Rather than creating a separate policy for food allergies and celiac disease, Lesley University incorporated food allergies and celiac disease into its existing disability policy.

## Lesley University

### Reasonable Modifications of Policies, Practices, and Procedures for Students with Disabilities<sup>3</sup>

Lesley University is committed to the full participation of its students in all of its programs. In addition to this long-standing Lesley philosophy, students with disabilities have specific legal rights guaranteed by the Americans with Disabilities Act (ADA), a civil rights law enacted to protect individuals from discrimination on the basis of disability. Title III of the ADA prohibits discrimination on the basis of disability in the full and equal enjoyment of goods, services, facilities, privileges, advantages, and accommodations of public accommodations, such as universities. The following is a summary of Lesley University's policies and procedures for students with disabilities seeking reasonable modifications under the ADA (sometimes colloquially termed and referred to by Lesley as "reasonable accommodations").

An essential component of Title III of the ADA is the right of a qualified individual with a disability to a reasonable modification of policies where necessary to afford such individual an equal benefit. The process for obtaining a reasonable modification is an interactive one that begins with the student's request for a change in the usual manner in which things are done. In the context of reasonable modifications, Disability Services may ask for documentation concerning an individual's disability and/or the need for modifications, if such documentation is necessary (e.g., manifestation of an individual's disability is not readily apparent), is reasonable, and limited to the need for the modification requested. While not always necessary, documentation may come from a physician, clinician, or other provider and may set forth recommended modifications.

Further, in accordance with Title III of the ADA, Lesley University will make reasonable modifications to our rules, policies, practices, and procedures, when such modifications are necessary to afford goods, services, facilities, privileges, advantages, or accommodations to individuals with disabilities. Lesley University does not charge individuals with disabilities for reasonable modifications or other actions required by the ADA.

Example: Lesley University makes reasonable modifications to its rules, policies, practices, and procedures in a variety of ways. For example, Lesley provides testing modifications for students with learning disabilities, which may include, but are not limited to, allowing students extended time to take tests, allowing for untimed tests, or providing students with a distraction-free test taking environment. Other students residing on campus may have a food-related disability that limits their ability to fully and equally participate in our meal program, such as an autoimmune disease like celiac disease or allergies to products like wheat, milk, peanuts, eggs, etc. These individuals may need a modification or exception to our rule requiring that students residing on campus participate in the University's mandatory meal plan. One possibility is to provide food made without allergens, and a specific allergen-free food preparation and heating area for students. Another possible reasonable modification, depending on the specific circumstances, may be to exempt the student from the mandatory meal program. Lesley University offers its students both of these options.

**Note:** The obligation to make reasonable modifications extends broadly to all programs and services offered by the University. It includes the right to classroom modifications, use of service animals and a host of other issues. Furthermore, rights afforded by Title III of the ADA extend well beyond reasonable modifications alone, such as ensuring effective communication through the use of auxiliary aids and services, the provision of testing accommodations, and the obligation to remove architectural barriers when readily achievable, among others.

#### ***Who is eligible to receive disability support services?***

All qualified students with disabilities are eligible for modifications and support services. It is the student's responsibility to initiate the modification process with Disability Services.

#### ***What are the responsibilities of students for obtaining disability support services and reasonable modifications?***

1. To initiate the process with Disability Services.

<sup>3</sup> Lesley University. Reasonable Modifications of Policies, Practices, and Procedures for Students with Disabilities. Available at: [www.ada.gov/lesley\\_university\\_sa.htm](http://www.ada.gov/lesley_university_sa.htm). Accessed November 5, 2014.

2. To provide documentation of the disability or disabilities if necessary, and to provide other relevant information, e.g., as to food allergies or dietary needs, or as to specific classroom modifications.
3. To deliver modification letters, or arrange for their delivery through Disability Services, to course instructors, if relevant and necessary for the modification.
4. To notify Disability Services of any changes each semester.
5. To work cooperatively with the University.

It is not necessary to say the words “reasonable modification” when making a reasonable modification request. Any request for an exception, modification, or adjustment to a rule, policy, practice, or procedure because of a disability will be treated as a reasonable modification request. Reasonable modification requests can be submitted orally or in writing and can be made by a student with a disability or by someone acting on the student’s behalf if the student also wants the requested modification and works cooperatively with the University.

*What type of services can students with disabilities expect to receive?*

While some modifications to policies are made generally, support services and reasonable modifications are determined in most circumstances on an individual basis by the Disability Services administrators in consultation with you and, when necessary, medical professionals or others with helpful information.

### **Policies**

- *Confidentiality*
- *Denial & Grievance*
- *Pets, Service Animals, and Assistance Animals for Resident Students*
- *Publications*

### **Confidentiality**

Lesley University is committed to ensuring that all student disability information is maintained confidentially. Disability related information should be treated as medical information and handled under strict rules of confidentiality. A student’s documentation is filed securely with Disability Services. It is not kept with any other student records on campus. As such, the information can only be shared on a limited “need to know” basis within the institutional community. Modification letters contain only the modification information, and not specifics of the disability.

### **Denial and Grievance**

Based on individual circumstances, Disability Services may not approve a request for modification(s) or may discontinue an existing modification. See Procedures for Requesting Accommodations [pdf].

### **Grievance**

If you disagree with the determination made by Disability Services to deny or discontinue a modification, you can have the decision reviewed by the Executive Director of Academic Support Services (Lesley’s ADA/Section 504 Coordinator). Appeals of this review are heard by the Dean of Student Life and Academic Achievement. For details, please see the Accommodation Appeal Review Form [pdf].

In general, students may also file complaints of discrimination with the University’s Office of Equal Opportunity and Inclusion. For details regarding the formal grievance policy, please see the Lesley University Discrimination, Harassment, Sexual Harassment, and Sexual Violence Policy for details. [lesley.edu/policies/university/discrimination-harassment.html](https://lesley.edu/policies/university/discrimination-harassment.html).

## Sample Forms From Universities

### College of the Holy Cross, Dining Statement of Student Responsibility

#### Allergy Kitchen Usage Agreement

By accepting access to the Kimball Main “Allergy Pantry” I am acknowledging my responsibility to:

- Maintain proper allergy precautions to **prevent cross-contact**.
- Never bring any foods into** the allergy kitchen.
- Never bring another person** into the allergy kitchen.
- Abide by the honor system you may consume as much food as you like while in Kimball, only take out of Kimball “one snack” per meal.
- Acknowledge that I may be monitored by closed circuit camera while in the Allergy Pantry.
- Protect myself by **reading labels**, sanitizing counters before use and/or put down protective paper on counter.
- Use protective gloves when appropriate.
- Keep food packages tightly closed to prevent spoilage.
- Keep the area neat at all times.
- Report any unsafe conditions** in the allergy kitchen to a Kimball manager.
- Communicate with Holy Cross Dining immediately when there is a concern, so that it can be addressed.

Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Student Cell: \_\_\_\_\_



## A Jayhawk's Guide To

# SPECIAL DIETARY NEEDS

We have a well-established program to assist students requiring special dietary accommodations for food allergies, or medical or religious purposes.



## A Jayhawk's Guide To

# MANAGING YOUR FOOD ALLERGIES

Together, we can develop a plan that provides you with delicious dining options.

### HOW WE WORK WITH STUDENTS WHO REQUIRE SPECIAL DIETS



GO ONLINE

[union.ku.edu/dining/wellness/special-diets/](http://union.ku.edu/dining/wellness/special-diets/)



DOWNLOAD FORM

Have your doctor complete and sign the form.

**BRING THE COMPLETED FORM WITH YOU WHEN YOU COME TO CAMPUS.**



CONTACT US

Mary Rondon, R.D.  
Campus Student Coordinator

[mrondon@ku.edu](mailto:mrondon@ku.edu)

**785.864.2424**

**785.423.0872**

Set up an appointment to discuss specific dietary needs.  
KU Dining is here to help!



NET NUTRITION®

Any time you like, you can learn more about the dining options on campus with our Net Nutrition online tool. Be sure to use the allergy and preference filters to help select menu items that best meet your dietary needs.

[union.ku.edu/dining/wellness/net-nutrition/](http://union.ku.edu/dining/wellness/net-nutrition/)

WE ARE COMMITTED TO PROVIDING STUDENTS WITH FOOD ALLERGIES THE NECESSARY INFORMATION AND INDIVIDUALIZED SERVICES TO AID IN THEIR TRANSITION TO CAMPUS LIVING.

In order to work effectively together as a team, please review our **DIETARY ACCOMMODATIONS PROCEDURE:**



[union.ku.edu/dining/wellness/special-diets/](http://union.ku.edu/dining/wellness/special-diets/)

### PLEASE RECOGNIZE...

KU Dining Services is committed to providing an allergy friendly dining experience. However, the ingredients and nutritional content of food items served in the campus dining locations may vary. In addition, manufacturers may change their product formulation or consistency of ingredients without our knowledge, and product availability may fluctuate. While we make every effort to identify ingredients, we cannot assure against these contingencies. It is ultimately YOUR responsibility to determine whether to question ingredients or eat selected foods. KU Dining Services cannot guarantee the safety of students with life-threatening allergies.



Dining Services



[KUDining.com](http://KUDining.com)



Dining Services



[KUDining.com](http://KUDining.com)



**Medical Statement for Students Requesting Dietary Accommodations for Medical Reasons**

<b>Student Name</b>	<b>Student DOB</b>
<b>Campus Address and Phone Number</b>	<b>E-Mail</b>
<b>Permanent Address</b>	<b>Emergency Contact Information</b>
<b>Medical Doctor Name</b>	<b>Medical Doctor Address and Phone Number</b>

**For Medical Doctor Use Only**

Food Allergies and Medical Conditions (please check all that apply)

Food Allergy to:  Dairy  Egg  Fish  Peanut  Shellfish  Soy  
 Tree Nut  Wheat  Other (Please specify): \_\_\_\_\_

Gluten Intolerance

Other Medical Conditions requiring Dietary Accommodations (Please Specify): \_\_\_\_\_  
 \_\_\_\_\_

**Diet Prescription: Foods Omitted and Substitutions**

Please list specific food(s) to be omitted and food(s) that may be substituted. You may attach an additional sheet if necessary.

Omitted Foods	Substitutions
_____	_____
_____	_____
_____	_____
_____	_____

**Indicate Length of Time Special Dietary Accommodations will be required**

Ongoing  Temporary Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

I certify that the above named student needs special dietary accommodations as described above, due to the student's food allergies and/or medical conditions.

Medical Doctor Signature \_\_\_\_\_ Date \_\_\_\_\_

# FARE Food Allergy & Anaphylaxis Emergency Care Plan



**FARE**  
Food Allergy Research & Education

## FOOD ALLERGY & ANAPHYLAXIS EMERGENCY CARE PLAN

Name: \_\_\_\_\_ D.O.B.: \_\_\_\_\_

Allergy to: \_\_\_\_\_

Weight: \_\_\_\_\_ lbs. Asthma:  **Yes (higher risk for a severe reaction)**  **No**

**NOTE: Do not depend on antihistamines or inhalers (bronchodilators) to treat a severe reaction. USE EPINEPHRINE.**

**Extremely reactive to the following allergens:** \_\_\_\_\_

THEREFORE:

- If checked, give epinephrine immediately if the allergen was **LIKELY** eaten, for ANY symptoms.
- If checked, give epinephrine immediately if the allergen was **DEFINITELY** eaten, even if no symptoms are apparent.

FOR ANY OF THE FOLLOWING:  
**SEVERE SYMPTOMS**



**LUNG**

Shortness of breath, wheezing, repetitive cough



**HEART**

Pale or bluish skin, faintness, weak pulse, dizziness



**THROAT**

Tight or hoarse throat, trouble breathing or swallowing



**MOUTH**

Significant swelling of the tongue or lips



**SKIN**

Many hives over body, widespread redness



**GUT**

Repetitive vomiting, severe diarrhea



**OTHER**

Feeling something bad is about to happen, anxiety, confusion

**OR A COMBINATION** of symptoms from different body areas.

1. **INJECT EPINEPHRINE IMMEDIATELY.**
2. **Call 911.** Tell emergency dispatcher the person is having anaphylaxis and may need epinephrine when emergency responders arrive.
  - Consider giving additional medications following epinephrine:
    - » Antihistamine
    - » Inhaler (bronchodilator) if wheezing
  - Lay the person flat, raise legs and keep warm. If breathing is difficult or they are vomiting, let them sit up or lie on their side.
  - If symptoms do not improve, or symptoms return, more doses of epinephrine can be given about 5 minutes or more after the last dose.
  - Alert emergency contacts.
  - Transport patient to ER, even if symptoms resolve. Patient should remain in ER for at least 4 hours because symptoms may return.

### MILD SYMPTOMS



**NOSE**

Itchy or runny nose, sneezing



**MOUTH**

Itchy mouth



**SKIN**

A few hives, mild itch



**GUT**

Mild nausea or discomfort

**FOR MILD SYMPTOMS FROM MORE THAN ONE SYSTEM AREA, GIVE EPINEPHRINE.**

**FOR MILD SYMPTOMS FROM A SINGLE SYSTEM AREA, FOLLOW THE DIRECTIONS BELOW:**

1. Antihistamines may be given, if ordered by a healthcare provider.
2. Stay with the person; alert emergency contacts.
3. Watch closely for changes. If symptoms worsen, give epinephrine.

### MEDICATIONS/DOSES

Epinephrine Brand or Generic: \_\_\_\_\_

Epinephrine Dose:  0.1 mg IM  0.15 mg IM  0.3 mg IM

Antihistamine Brand or Generic: \_\_\_\_\_

Antihistamine Dose: \_\_\_\_\_

Other (e.g., inhaler-bronchodilator if wheezing): \_\_\_\_\_

PATIENT OR PARENT/GUARDIAN AUTHORIZATION SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

PHYSICIAN/HCP AUTHORIZATION SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

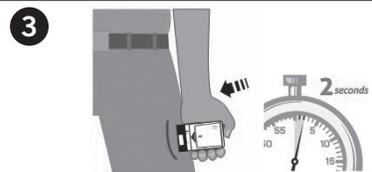
FORM PROVIDED COURTESY OF FOOD ALLERGY RESEARCH & EDUCATION (FARE) (FOODALLERGY.ORG) 5/2018



# FOOD ALLERGY & ANAPHYLAXIS EMERGENCY CARE PLAN

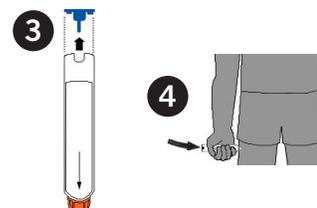
## HOW TO USE AUVI-Q® (EPINEPHRINE INJECTION, USP), KALEO

1. Remove Auvi-Q from the outer case.
2. Pull off red safety guard.
3. Place black end of Auvi-Q against the middle of the outer thigh.
4. Press firmly until you hear a click and hiss sound, and hold in place for 2 seconds.
5. Call 911 and get emergency medical help right away.



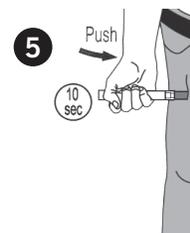
## HOW TO USE EPIPEN® AND EPIPEN JR® (EPINEPHRINE) AUTO-INJECTOR AND EPINEPHRINE INJECTION (AUTHORIZED GENERIC OF EPIPEN®), USP AUTO-INJECTOR, MYLAN AUTO-INJECTOR, MYLAN

1. Remove the EpiPen® or EpiPen Jr® Auto-Injector from the clear carrier tube.
2. Grasp the auto-injector in your fist with the orange tip (needle end) pointing downward.
3. With your other hand, remove the blue safety release by pulling straight up.
4. Swing and push the auto-injector firmly into the middle of the outer thigh until it 'clicks'.
5. Hold firmly in place for 3 seconds (count slowly 1, 2, 3).
6. Remove and massage the injection area for 10 seconds.
7. Call 911 and get emergency medical help right away.



## HOW TO USE IMPAX EPINEPHRINE INJECTION (AUTHORIZED GENERIC OF ADRENALICK®), USP AUTO-INJECTOR, IMPAX LABORATORIES

1. Remove epinephrine auto-injector from its protective carrying case.
2. Pull off both blue end caps; you will now see a red tip.
3. Grasp the auto-injector in your fist with the red tip pointing downward.
4. Put the red tip against the middle of the outer thigh at a 90-degree angle, perpendicular to the thigh.
5. Press down hard and hold firmly against the thigh for approximately 10 seconds.
6. Remove and massage the area for 10 seconds.
7. Call 911 and get emergency medical help right away.



## HOW TO USE TEVA'S GENERIC EPIPEN® (EPINEPHRINE INJECTION, USP) AUTO-INJECTOR, TEVA PHARMACEUTICAL INDUSTRIES

1. Quickly twist the yellow or green cap off of the auto-injector in the direction of the "twist arrow" to remove it.
2. Grasp the auto-injector in your fist with the orange tip (needle end) pointing downward.
3. With your other hand, pull off the blue safety release.
4. Place the orange tip against the middle of the outer thigh (upper leg) at a right angle (perpendicular) to the thigh.
5. Swing and push the auto-injector firmly into the middle of the outer thigh until it 'clicks'.
6. Hold firmly in place for 3 seconds (count slowly 1, 2, 3).
7. Remove and massage the injection area for 10 seconds.
8. Call 911 and get emergency medical help right away.



### ADMINISTRATION AND SAFETY INFORMATION FOR ALL AUTO-INJECTORS:

1. Do not put your thumb, fingers or hand over the tip of the auto-injector or inject into any body part other than mid-outer thigh. In case of accidental injection, go immediately to the nearest emergency room.
2. If administering to a young child, hold their leg firmly in place before and during injection to prevent injuries.
3. Epinephrine can be injected through clothing if needed.
4. Call 911 immediately after injection.

**OTHER DIRECTIONS/INFORMATION** (may self-carry epinephrine, may self-administer epinephrine, etc.):

Treat the person before calling emergency contacts. The first signs of a reaction can be mild, but symptoms can worsen quickly.

### EMERGENCY CONTACTS — CALL 911

RESCUE SQUAD: \_\_\_\_\_  
 DOCTOR: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 PARENT/GUARDIAN: \_\_\_\_\_ PHONE: \_\_\_\_\_

### OTHER EMERGENCY CONTACTS

NAME/RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 NAME/RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_  
 NAME/RELATIONSHIP: \_\_\_\_\_ PHONE: \_\_\_\_\_

FORM PROVIDED COURTESY OF FOOD ALLERGY RESEARCH & EDUCATION (FARE) (FOODALLERGY.ORG) 1/2019

Download for free at [foodallergy.org/faap](http://foodallergy.org/faap)

# FARE Common Symptoms of Anaphylaxis Poster



**FARE**  
Food Allergy Research & Education

www.foodallergy.org

## For a suspected or active food allergy reaction

### FOR ANY OF THE FOLLOWING **SEVERE SYMPTOMS**

-  **LUNG:** Short of breath, wheezing, repetitive cough
-  **HEART:** Pale, blue, faint, weak pulse, dizzy
-  **THROAT:** Tight, hoarse, trouble breathing/swallowing
-  **MOUTH:** Significant swelling of the tongue, lips
-  **SKIN:** Many hives over body, widespread redness
-  **GUT:** Repetitive vomiting, severe diarrhea
-  **OTHER:** Feeling something bad is about to happen, anxiety, confusion

### OR MORE THAN ONE **MILD SYMPTOM**

-  **NOSE:** Itchy/runny nose, sneezing
-  **MOUTH:** Itchy mouth
-  **SKIN:** A few hives, mild itch
-  **GUT:** Mild nausea/discomfort

**1**

**INJECT  
EPINEPHRINE  
IMMEDIATELY.**

**2**

 **Call 911.**  
Request ambulance with epinephrine.

#### Consider Additional Meds

(After epinephrine):

- » Antihistamine
- » Inhaler (bronchodilator) if asthma

#### Positioning

Lay the person flat and raise legs.  
If breathing is difficult or they are vomiting, let them sit up or lie on their side.

#### Next Steps

- » If symptoms do not improve, or symptoms return, more doses of epinephrine can be given about 5 minutes or more after the last dose.
- » Transport to and remain in in ER for at least 4 hours because symptoms may return.



**Do not depend on antihistamines. When in doubt, give epinephrine and call 911.**

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Food Allergy Research and Education (FARE)  
7901 Jones Branch Drive, Suite 240  
McLean, VA 22102  
[foodallergy.org](http://foodallergy.org)