



Epi Pen Monthly Training Log

Staff Name	January	February	March	April	May	June	July	August	September	October	November	December
	Date & Initials	Date & Initials	Date & Initials	Date & Initials	Date & Initials	Date & Initials	Date & Initials	Date & Initials	Date & Initials	Date & Initials	Date & Initials	Date & Initials

***EPI PEN is a life sustaining medication and keeping staff familiar with the process of administering an Epi Pen is imperative.** Therefore it is required for all campus staff to practice administering the EPI Pen at least one (1) day a month and document the date & then initial when their practice is completed. Staff (who have students that require Epi Pen) are encouraged to practice Epi Pen administration two times a month.

**Campus Director verifies monthly Epi Pen practice/training compliance: _____
Campus Director Signature Date

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(Revised 11/1/18)

(Health Advisory Approval on 4/25/12)

(Policy Council & Governing Board Approval on 4/25/12)