



Spring 2012

Dear New Allergy Patient:

We look forward to providing your allergy shots as prescribed by your allergist. Because we administer allergy injections to a large number of students, our nursing staff must deal with instructions from many different physicians. For your safety and to help us efficiently administer your serum, we are providing you with a letter and an instruction sheet to bring to your allergist. Please ask your allergist to review these carefully.

When you arrive on campus, we will give you an Allergy Injection Agreement. The Health and Wellness Center will ask you to sign this form and will keep a copy of this in your medical record to serve as a contract between you and our medical staff.

There is a charge for administering allergy injections. Your bursar account will be charged \$150 to cover the cost for the entire academic year. As the Lehigh University Health and Wellness Center is a nonprofit organization, you may submit a receipt to your insurance company for this service, but we cannot guarantee that you will be reimbursed. Due to the number of students receiving this service, we will not be able to make follow up phone calls in regards to billing.

We look forward to getting to know you and to assisting your allergist with your care.

Sincerely,

Susan Kitei, MD
Director of Student Health Services
Lehigh University

SCO/jlj
10/18/2011



Spring 2012

Dear Doctor:

At our University Health Center office, we administer allergy injections to many patients over the course of the school year. Our nursing staff deals with varied instructions from numerous allergists. In an effort to make the process safer for our patients, we have standardized our protocols for both follow up of local reactions and treatment of systemic reactions.

We require all allergy patients to carry an emergency kit to all allergy injection appointments. The emergency kit should include the following medications at a minimum.

- Epi-Pen
- Benadryl 25mg tablets/liquid
- Rescue inhaler(s) if prescribed

Patients must stay for 30 minutes after their injection(s). The nurse will note any local reaction in the medical record. On the next visit we will ask all patients the following questions:

1. Did you have any reaction that started or persisted after leaving the office?
2. How large was the reaction?
3. How long did the reaction last?

We will notify your office for instructions for any local reactions that are larger than 25mm (the size of a quarter) or for those lasting more than 24 hours. In the event of a systemic reaction, we will also contact your office and will not give any further allergy injections until receiving your instructions.

The following is our standard protocol for a systemic reaction (generalized erythema or urticaria, angioedema, flushing, wheezing, etc.).

- Epinephrine (1:1000) 0.3 cc IM
- Tourniquet applied above the level of the injection
- Benadryl 25-50 mg Oral or IM
- Ice applied topically to site
- Repeat Epi q15-20 minutes as necessary

We appreciate your attention to this matter and your assistance with our mutual patient.

Sincerely,

SCO/jlj
10/18/2011



Susan C. Kitei, MD
Director of Student Health Services
Lehigh University

~ IMPORTANT INFORMATION FOR ALLERGISTS ~

The Lehigh University Health and Wellness Center is pleased to administer your prescribed allergy immunotherapy. Allergy Injections are given Monday through Friday by our nursing staff when a physician is present at the center. We DO NOT administer insect/ bee venom and we DO NOT administer the first injection for new allergy patients.

In order to provide quality care to our allergy patients we require certain documentation to be clearly noted on all allergy serum vials and instructions. Our list of criteria is checked every time we receive new vials of serum.

In an effort to provide immunotherapy without a delay in schedule and to minimize calls to your office, we ask that all of the following are clearly met:

- Are vials labeled with the patient's name?
- Are the vials labeled/ coded as to concentration?
- Are the vials labeled/ coded as to antigen content?
- Are the expiration dates indicated?
- Are vials labeled by number, letter, or color to correspond to physicians written orders?
- Is a schedule indicating the amount and frequency of each injection present?
- Are the instructions for missed or late injections present?
- Does student have an emergency kit (Epi-Pen, Benedryl, and rescue inhaler if prescribed)?

All of this information must be provided before allergy injections will be given. We WILL NOT re-label or change labels on vials.

We thank you in advance for your assistance with this matter. If you have any questions, please do not hesitate to call our office.