

<p style="text-align: center;"><b>SLEASMAN STUDENT HEALTH SERVICES</b></p> <p>Niagara University</p>	<p style="text-align: center;"><b>POLICIES &amp; PROCEDURES</b></p> <p style="text-align: center;">Naloxone Administration</p>	<p style="text-align: center;"><b>Review History</b></p> <p><b>Date Initiated:</b> June 2015</p> <p><b>Last Revision:</b> Draft revision 9/29/15</p> <p>Date adopted: 3/15/2016</p>
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**Purpose:**

In conjunction with governing regulations, this policy establishes guidelines for the use of Overdose Prevention Rescue Kits containing Naloxone by trained University professional personnel in order to prevent injury and reduce fatalities caused by opioid-involved overdoses to students, NU community and visitors to campus.

**Oversight Responsibilities:**

*Director of Health Services* will serve as the Naloxone Program Coordinator for the university. Responsibilities will include:

1. Maintain master list of trained employees in collaboration with Director of Human Resources; updated yearly prior to start of academic semester.
2. Maintain sufficient supply, if available, and distribution of usable Naloxone kits.
3. In compliance with governing regulations, retain digital copies and forward completed New York State Public Safety Quality Improvement Usage Reports to the New York State Department of Health.
4. Suggest necessary revisions to current policy and training requirements.
5. Assist departmental directors with scheduling training refresher courses, by a registered provider (as defined by 10 NYCRR 80.138) as needed.
6. Complete After-Action reviews as needed.
7. Report out yearly and as needed to VP of Enrollment Management and Student Affairs.

*Departmental directors* will be responsible for departmental oversight including keeping personnel files UTD, maintaining list of trained professional staff, arranging for new staff training and bi-yearly employee renewals and integration of university policy within their departments.

- Campus Safety
- Director of Residence Life in collaboration with Dean of Students

*Alcohol and Other Drugs Committee (AOD)* will provide opiate education and outreach to the campus community.

**University employees identified for training in order of priority include:**

- Campus Safety Officers
- Residence Life staff including RD's

**Procedure:**

1. Employees should ensure that personally issued Overdose Prevention Rescue Kits are stored in a place that is readily accessible and properly safeguarded from extreme temperature changes and direct sunlight. Each Overdose Prevention Rescue Kit should contain a minimum of:

- One Mucosal Atomizer Device
- One unit dose of Naloxone, 2mg/2ml
- One pair of gloves
- One alcohol pad

2. Employee should ensure that Naloxone syringe is stored with the mucosal atomizer device attached.

3. After the individual has been assessed and the employee has concluded that emergency medical support is required, campus safety will be notified so they can activate the 911 system, the employee should administer Naloxone in accordance with their training for situations when:

- Opiate overdose is suspected, and
- Person is not responsive to painful stimuli, and
- Person is exhibiting slow respiration; generally less than 10 breaths per minute;

4. Naloxone Administration:

- Don gloves
- Ensure the mucosal atomizer device is attached to medication syringe
- Conclude patient requires medical assistance; as identified above in #3
- Position patient on their back
- Administer ½ of Naloxone medication in each nostril
- May repeat dose after 1 minute if known overdose and victim does not respond to first dose

5. Patient will be placed in recovery position on left side until EMS arrives.

6. Naloxone dispensers will be disposed of in a red shapes bio-hazard container or given to the paramedics on arrival to scene.

8. Employees should be mindful that individuals revived by an opioid-reversal medication, such as Naloxone, may become combative, agitated and experience withdrawal (vomiting, cramping, nausea) upon regaining consciousness. Appropriate precautions should be considered.

9. Employees will notify campus safety officers and emergency medical personnel upon their arrival the number of Naloxone doses that have been administered.

### **After-Action Reports and Notifications:**

1. Employees administering Naloxone will complete a New York State Public Safety Quality Improvement Usage Report within 3 hours after incident. Once completed it will be provided to their departmental director.

2. Department director will notify the Naloxone Program Coordinator, the director of health services, as early as possible or within 24 hours of use of Overdose Prevention Rescue Kit.

3. Employees/Campus Safety Officers shall include details about the administration of Naloxone in the narrative of the incident report when completed. Copy of incident report will be sent to Naloxone Program Coordinator, Dean of Students and VP of Enrollment Management and Student Affairs.

### **3. Training:**

Identified staff will receive initial training on this policy and the proper use of Overdose Prevention Rescue Kits containing Naloxone. **No one shall administer Naloxone on the campus or in conjunction with an NU program or event before successfully completing the required training.**

Departmental directors will include a periodic refresher of Naloxone Administration policy in their yearly continuing education programming to staff, preferably prior to the beginning of each academic year.

Departmental directors will work with HR and the Program Coordinator to ensure employees' Naloxone renewal training is completed every two years. Naloxone Program Coordinator is available to assist in identifying training site locations/opportunities.

Departmental directors will provide the Naloxone Program Coordinator the name, training location and date of Naloxone training for all new employees within 30 days of completing such training. It is the responsibility of each departmental director to keep training certifications within the employee's departmental personnel file and to report such certifications to Human Resources for centralized tracking.

### **Expired Medications:**

Employees will notify their departmental directors of expired medications within their Naloxone kits for replacement.

Department director will notify the Naloxone Program Coordinator of used, lost, damaged, or expired Naloxone Kits so they may be properly disposed and replaced as needed.