

AP 465b Naloxone Procedure

Associated Board Policy: 465.00 Drug and Alcohol Abuse

Procedure Owner: Vice President of Finance and Administration

Related Procedures: None

I. Procedure Scope and Purpose

These procedures shall establish guidelines governing the utilization of the opioid antagonist naloxone administered by any member of Cowley College. This shall address the maintenance, administration, and management of naloxone kits at Cowley College.

These procedures apply to all personnel and departments of Cowley College using the opioid antagonist naloxone (Narcan).

The purpose is to enhance the health and safety of the campus community by providing this potentially life-saving medication available in the event of an overdose or accidental exposure.

II. Definitions

Naloxone hydrochloride nasal spray: Used for the treatment of an opioid emergency or a possible opioid overdose with signs of breathing problems and severe sleepiness or not being able to respond. Naloxone nasal spray is used to reverse the effects of opioids temporarily and does not affect people who are not taking opioid medicines or drugs.

III. Procedures

a. Purchase of Naloxone

- i. The college will obtain Naloxone HCl Nasal Spray only.
- ii. At a minimum, a ratio of two naloxone kits per 150 student residents will be available for use at the college; the college may increase the number of kits available based on the recommendation of local emergency medical providers or if the college wishes to have additional sets as a precaution for students that do not live on campus.

b. Maintenance and Location of Naloxone

- i. Naloxone kits will be stored based on the manufacturer's recommendations and those of local emergency medical providers.
- ii. Naloxone kits shall be stored in the Public Safety Office; each Public Safety Officer will wear or have at their immediate disposal a naloxone kit for emergency use. Naloxone kits may also be stored in resident's halls and other locations determined by the Director of Public Safety and Vice President of Finance and Administration.
- iii. Public Safety Officers shall conduct physical inspections of each naloxone kit monthly to ensure the kits have not expired, are being stored according to the manufacturer's specifications, and have not been tampered with. Each officer shall be responsible for the kit assigned to them; the Public Safety Inspector

shall be responsible for all naloxone kits not assigned to an individual officer monthly.

- iv. Public Safety will replace any used, expired, or damaged kits.
- v. The college shall affix signage to indicate naloxone kit locations, as appropriate.

c. Training for Personnel

- i. Public Safety will coordinate for all personnel, which includes is not limited to:
 - 1. All Public Safety Personnel
 - 2. Other members of the college community – including students, administrators, coaches, student life members, housing staff, athletic trainers and coaches, faculty, or any other employee who wishes to participate in the program and meet the training and administration requirements listed below.
- ii. At a minimum, training shall include:
 - 1. Familiarization with storage locations on campus
 - 2. First Aid/CPR/AED training
 - 3. An annual refresher course that will, at a minimum, cover any updates to these procedures, advances in the treatment of opioid overdoses, and other relevant information

d. Administering Naloxone

- i. Whenever possible, public safety will be the primary responders who administer naloxone.
 - ii. Before administering naloxone, the primary responder shall:
 - 1. Call 9-1-1 and request immediate medical response;
 - 2. Check for and remove any items that may cause bodily injury, such as weapons or needles.
 - iii. Additional personnel, responding to the scene, shall:
 - iv. Assist in directing emergency medical services (EMS) to the scene;
 - v. Assist in providing rescue breathing, if needed;
 - vi. Assist in calming the individual receiving the naloxone.
- e.** The primary responder administering the naloxone should note the time and dose(s) given to the affected person for notification to EMS personnel and for reporting purposes.
- f.** In cases where non-public safety personnel administer naloxone, a report should be made to public safety as soon as practical to include:
- i. Approximate time of dosage
 - ii. Circumstances of the incident include location, how the responder was notified, etc.
 - iii. If the dose(s) were effective
 - iv. Any other intervention provided

g. Prevention and Intervention

Prevention and intervention efforts are the responsibility of the Executive Director of Student Services or designee. Public safety shall notify student services of all known naloxone administrations to ensure appropriate prevention and intervention efforts.

- i. Prevention will include efforts such as education about opioid overdose and treatment incorporated into existing drug and alcohol prevention programs and new student orientations (both college-wide and housing-specific).
- ii. Intervention will include efforts such as college mental health of trained peer counseling or referral to a local community mental health provider.

- iii. Outreach and support services should also be offered and made available to responders who are involved in overdose incidents.

IV. Effective Date(s)

This procedure first became effective 10/05/23.

V. Signature and Title



This procedure is implemented by: _____

Title: Vice President of Finance and Administration