GUIDELINES FOR THE MAINTENANCE, ADMINISTRATION, AND DISPOSAL OF OPIOD ANTAGONISTS FFAC(R3)

The purpose of this guideline is to implement the use of opioid antagonist medication (naloxone/Narcan) on all school campuses for persons who are reasonably believed to be experiencing an opioid-related drug overdose.

This guideline **does not** extend to activities off school grounds (including transportation to and from school, field trips, camp, etc.).

Responsibility:
School Nurse, Campus Administrator, and Trained Staff

Definitions:
Opioid - a class of drugs that that includes synthetic opioids such as fentanyl; pain relievers available legally by prescription such as oxycodone, hydrocodone, codeine, morphine; the illegal drug heroin; and many others.
Opioid overdose – bodily functions begin to slow, including the impulse to breathe which may lead to loss of consciousness, brain damage, and death.
Opioid Antagonists (naloxone/Narcan) – temporarily reverses the effects of opioids. Has no effect on people who are not taking opioid medications.

Physician - a person who holds a license to practice medicine in this state.

School personnel - an employee of the school district.

Standing order - written instructions, orders, rules, regulations, or procedures prepared by a physician and designed for a patient population with specific diseases, disorders, health problems, or sets of symptoms.

Procedure:
1. Acquisition and Standing Orders:
    a. The district Director of Health Services shall obtain a standing medical order from a physician with prescriptive authority in the state of Texas for use by trained school personnel to administer opioid antagonist (naloxone/Narcan) nasal spray to persons reasonably believed to be experiencing an opioid-related drug overdose based on the administration protocol (attachment a).
    b. The district utilizes Naloxone Texas to acquire stock opioid antagonist (naloxone/Narcan) nasal spray. This is currently a free program and if that resource changes, the district will explore alternate options.
    c. The prescribing physician reviews and updates the standing orders annually.
    d. The prescribing physician is available through direct telecommunication as needed for consultation, assistance, and direction.
2. Authorized Personnel for Training:
    a. The campus Principal shall be responsible for authorizing unlicensed school personnel (a minimum of three at each campus) to be trained by the licensed school nurse, to use

opioid antagonist (naloxone/Narcan) nasal spray when the school nurse is unavailable. One or more trained personnel must be present at a minimum, during regular on-campus school hours, and when school personnel are physically on site for school-sponsored activities.

b. Examples of unlicensed school personnel include:
    i. Principals
    ii. Assistant Principals
    iii. Clinic back up personnel
    iv. PE teacher/Coaches
    v. Additional staff deemed necessary

3. Availability of Opioid Antagonist Medication:
    a. Each school campus in the district is supplied with two (2) opioid antagonist (naloxone/Narcan 4mg) nasal spray devices.

4. Maintenance of Opioid Antagonist Medication with Monthly Check:
    a. The expiration date of the medication is checked monthly and documented by the campus school nurse. The medication should be discarded and replaced if it is past the prescription expiration date.

5. Location and Storage of Opioid Antagonist Medication:
    a. The medication should be kept in an easily accessible, secure, and unlocked location, central to designated school personnel who are authorized and trained to administer opioid antagonist (naloxone/Narcan) nasal spray. Supplies associated with responding to a suspected opioid overdose should be stored with the medication: copy of the guideline, Standing Order, and Narcan/Naloxone Administration Report.
    b. The medication should be stored in its original box, protected from light, and below 77 degrees F. It should not be frozen or exposed to excessive heat above 104 degrees F.

6. Report of Opioid Antagonist Medication Administration:
    a. The opioid antagonist (naloxone/Narcan) Administration Report form (attachment b) should be completed by the end of the day when administered and sent to the district Director of Health Services.
    b. The district Director of Health Services will, no later than the 10th business day after administration, notify the prescribing physician and state health services of:
        i. The age of the person who received the administration of the opioid antagonist
        ii. Whether the person who received the administration of the opioid antagonist was a student, school personnel member, volunteer, or visitor
        iii. The physical location where the opioid antagonist was administered
        iv. The title of the person who administrated the opioid antagonist

7. Training of Authorized School Personnel:
    a. The school nurse will be responsible for annual training of authorized school personnel in the administration of opioid antagonist (naloxone/Narcan) nasal spray. The training must be provided in formal or online training sessions.
        i. Training will include:
            1. Recognizing the signs and symptoms of an opioid-related drug overdose
            2. Administering opioid antagonist (naloxone/Narcan) nasal spray
            3. Implementing emergency procedures after administering opioid antagonist (naloxone/Narcan) nasal spray
            4. Proper disposal of used or expired opioid antagonist (naloxone/Narcan) nasal spray
            5. Review of the Standing Orders

8. Emergency Notification:
    a. Emergency Services are notified when a person is reasonably believed to be experiencing an opioid-related overdose.
    b. Parents or guardians of students are notified when a student is reasonably believed to be experiencing an opioid-related overdose and has been administered the opioid antagonist (naloxone/Narcan) nasal spray.

9. Disposal:
    a. Expired and unused opioid antagonist (naloxone/Narcan) nasal spray is expressed into a drug deactivation system.
    b. Dispose of used opioid antagonist (naloxone/Narcan) nasal spray devices in regular solid waste.

10. Immunity from Liability:
    a. A person who in good faith takes, or fails to take, any action under this guideline is immune from civil or criminal liability or disciplinary action resulting from that action or failure to act.

11. Post Opioid Antagonist (naloxone/Narcan) Administration Debriefing:
    a. A post administration meeting should be scheduled no later than ten business days after the incident.
    b. The school nurse, along with the campus Principal should coordinate. The Director of Health Services, campus administrator, campus nurse, campus counselor and other relevant staff should attend the meeting.
    c. The following should be addressed in the debriefing:

i. Identification of the substance, if possible
ii. Discussion of events leading up to the event
iii. Support systems follow up for staff and students affected by the event
iv. Any recommendations for improvement

12. Records:
    a. All records regarding training and the administration of opioid antagonist (naloxone/Narcan) nasal spray should be retained per the district's record retention schedule.

Attachments:

a. Opioid antagonist standing order and protocol
b. Opioid Antagonist (naloxone/Narcan) Administration Report

References:

CDC Overdose Prevention. (n.d.). Retrieved from Training: Talking About Naloxone: https://www.cdc.gov/overdose-prevention/hcp/trainings/talking-about-naloxone.html

Narcan Nasal Spray. (n.d.). Retrieved from Prepare Your Community: https://narcan.com/en/public-service

Texas School School Nurses Assosciation. (n.d.). Retrieved from Narcan Toolkit: https://higherlogicdownload.s3.amazonaws.com/NASN/b385213b-35e8-49e3-97fe-d6627843f498/UploadedImages/TSNO_-_Narcan_Toolkit.pdf