
 Department of Corrections and Community Supervision DIRECTIVE	TITLE Naloxone (Narcan®) Administration by Community Supervision Peace Officer Staff		NO. 9434
			DATE 05/04/2021
SUPERSEDES	DISTRIBUTION A B	PAGES PAGE 1 OF 4	DATE LAST REVISED
REFERENCES (Include but are not limited to) Directives #4004, #4059, #4066, #4069		APPROVING AUTHORITY 	

- I. POLICY:** It is the policy of the New York State Department of Corrections and Community Supervision (DOCCS) to make Naloxone (brand name Narcan®) available for administration by Peace Officers in Community Supervision that may serve as first responders to unresponsive individuals (parolees, staff, visitors, general public).
- Community Supervision staff serving in Peace Officer titles acting as first responders, who encounter individuals that appear to be suffering from an overdose, may initiate necessary first aid, CPR if required, use of an automatic external defibrillator (AED), and administration of Narcan.
- When possible and deemed to be appropriate by the Peace Officer first responder, they will attempt to administer Narcan in accordance with their training for Community Supervision Peace Officer first responders.
- II. AUTHORITY:** The Chief Medical Officer is designated as the Clinical Director of the DOCCS Opioid Overdose Prevention Program, and as such, will establish on an annual basis a review and reissue of “Non-Patient Specific Standing Order for Narcan Administration by Uniformed Correctional and Peace Officer Staff First Responders.” This standing order enables Peace Officer staff acting as first responders to administer Narcan to unresponsive individuals.
- III. BACKGROUND:** Opioid overdose is a life-threatening condition associated with respiratory depression or respiratory arrest, which can cause cardiovascular collapse and death. Opioid overdose may be reversible by the action of Narcan, an opioid antagonist administered as a nasal spray by first responders. Narcan is very specific and has essentially no side effects or drug interactions other than reversal of the effects of opioid medications. Examples of opioid drugs are heroin, fentanyl, codeine, hydrocodone, and morphine, among others.
- IV. DEFINITIONS**
- A. Opioid: For the purposes of this directive, opioid may refer to both opiates derived from opium and any synthetic opioids.
 - B. Narcan: Narcan is a brand name for naloxone hydrochloride. Naloxone is an opioid antagonist which may reverse the effects of an opioid overdose.
 - C. Narcan Kit: A Narcan kit will include two doses of Narcan, a CPR face shield, and protective gloves.
 - D. Proper Storage: Narcan’s shelf life is 36 months. Narcan should be stored at room temperature. It should not be subject to freezing or temperatures above 104 degrees Fahrenheit.

E. **Situational Awareness:** Situational Awareness is a responding Peace Officer's perception of their surroundings, potential threats, and potentially dangerous situations.

V. PROCEDURE: Each Community Supervision bureau will develop internal protocols to ensure the following:

- A. One Narcan kit containing two doses of intranasal Narcan, a CPR face shield, and protective gloves will be affixed inside all facility and bureau first aid kit red storage/carry bags, with the exception of first aid kits assigned to vehicles. The Narcan kit will be secured with a tamper seal.
1. Inspections of the Narcan kit located in the first aid box/bag will be performed and documented during annual Workplace Violence Prevention Program assessments.
 2. Upon use of Narcan for an emergency, the Narcan kit is to be restocked with two Narcan nasal applicator units and secured with a numbered tamper seal. Narcan nasal applicator units can be re-ordered by the bureau through the Department's Central Pharmacy.
 3. If the Narcan kit affixed inside the first aid kit storage/carry bag is used, becomes damaged, or is unusable, replacement kits are available from the bureau's inventory. The bureau may replace their inventory via the Department's Central Pharmacy and apply a secured numbered tamper seal.
- B. One Narcan kit containing two doses of intranasal Narcan, a CPR face shield, and protective gloves will be provided to all Peace Officer first responders. Officers will be responsible for the safe storage and proper maintenance of the Narcan kit.
1. Upon use of Narcan for an emergency, damage to the Narcan or its expiration, the Narcan is to be replaced with two new Narcan nasal applicator kits. If needed, the entire Narcan kit may be replaced.
 2. Upon use of Narcan, as soon as practicable, the Peace Officer will seek a replacement from the bureau's inventory via their chain of command.
 3. Peace Officers, in conjunction with their supervisor, will verify the possession and condition of an assigned Narcan kit at the time of their annual inventory.
 4. The Narcan kit will be secured with numbered witness wire type tamper seals. The expiration date of the Narcan located inside the sealed storage bag will be displayed on the outside of the sealed storage bag for quality/expiration control.
- C. The Community Supervision bureau is responsible for maintaining inventory controls and submitting [Form #CS9434B](#), "Community Supervision Quarterly Narcan Inventory Report," to Central Pharmacy.

VI. USE OF NARCAN: Narcan may be used by a Peace Officer first responder when a person is found to be unresponsive and potentially suffering an overdose. Information that a person is potentially suffering from an opioid overdose may include, but is not limited to, one or more of the following signs: unresponsiveness, pinpoint pupils, depressed or slow respirations, blue lips, skin, or fingernails, a decreased pulse rate, and statements and physical evidence of ingestion such as paraphernalia. While it is best practice to utilize the procedures below, field variables may at times not be conducive to full implementation.

- A. While utilizing universal precautions and situational awareness at all times, upon approaching someone suspected to be experiencing an overdose, the Peace Officer first responder will attempt to assess the person for potential signs.

Refer to "[Responding to a Suspected Opioid Overdose](#)" from the Centers for Disease Control and Prevention (CDC) and the National Institute for Occupational Safety and Health (NIOSH) for additional information and recommendations.

- B. The Peace Officer first responder will call 911.

1. **If the person appears to be breathing** and conditions allow, a sternal rub will be performed. If the subject remains unresponsive, Narcan will be administered. If the subject remains unresponsive, Narcan may be administered again after approximately two to three minutes.

NOTE: Narcan may be used as many times as necessary or available to activate a response.

2. **If the person doesn't appear to be breathing** and conditions allow, the Peace Officer first responder may attempt to move the person to a hard surface and initiate CPR. Narcan may be administered. If the person doesn't respond, CPR may be continued and Narcan administered again after two to three minutes. **During the COVID-19 pandemic, extra safety precautions must be followed while performing CPR in the community to decrease the risk of viral transmission. Rescue breathing will only be performed if there is a bag-valve-mask (BVM) with viral filter available. If a BVM with filter is not available, rescue breathing will not be performed. If the unresponsive person does not have a pulse, then chest compressions ("hands-only CPR") will be done after a covering is placed over the person's nose and mouth (using a CPR face shield, a face mask, a towel, or cloth). Use an AED as soon as possible if one is available.**

NOTE: Narcan may be used as many times as necessary or available to activate a response.

- C. The Peace Officer first responder will remain on scene until emergency medical staff arrive. Persons who respond to Narcan (waking from an overdose) may be agitated, hostile, and/or combative. Responding Peace Officers should be situationally aware in an attempt to maintain their safety, the safety of others, and the recovering party.

VII. REPORTING: Any administration of Narcan is to be immediately reported to a supervisor. As per Directive #9430, "Unusual Incident – Community Supervision," Form #CS1033, "Unusual Incident Report – Community Supervision," will be utilized to report the use of Narcan. The Peace Officer first responder will obtain a replacement kit via their chain of command.

- A. Any Peace Officer administering Narcan will be required to complete and submit a New York State Public Safety Naloxone Quality Improvement Usage Report with the Unusual Incident Report.
- B. The use of any Narcan will be recorded on [Form #CS9434A](#), "Naloxone/Narcan Use Report."

VIII. TRAINING: Training will be provided by the Albany Training Academy and will be consistent with the requirements of the New York State Opioid Overdose Prevention Program. Peace Officer first responders will receive Naloxone and Cardio-Pulmonary Resuscitation Training (CPR), and refresher training every two years.