

DATE:	FEBRUARY 7, 2023
NUMBER:	M.48
SUBJECT:	NALOXONE ISSUANCE AND STORAGE
RELATED SECTIONS:	M.47 , SDSD P&P 6.128, MSD D.1.2

PURPOSE

To provide procedures ensuring sworn staff and incarcerated persons within the detention facilities have access to naloxone in the event someone experiences an overdose.

POLICY

All deputies assigned to the Detention Services Bureau shall be issued two naloxone kits and one naloxone holster. Deputies shall carry the naloxone on their person, in a department approved holster during the course of their normal duties. Deputies are responsible for the condition of their individual naloxone kits.

The watch commander will maintain a reserve supply of naloxone kits for issuance subsequent to usage. At the beginning of each shift, the watch commander will make an entry in the Watch Commander's Log indicating all reserve naloxone kits were accounted for. The naloxone (NARCAN) administrator will be notified each time a naloxone kit is issued from the reserve supply.

Each facility/unit will outline, via a green sheet, the naloxone (NARCAN) administrator for their facility/unit. In accordance with Department Policy and Procedures section 6.128, the naloxone (NARCAN) administrator will reorder new naloxone kits as needed and conduct a monthly inspection of the reserve supply. Individually issued naloxone will be inspected annually during the formal line supervisory inspection.

PROCEDURE

I. EMERGENCY NALOXONE BOXES FOR INCARCERATED PERSON USE

The emergency naloxone boxes are hard plastic boxes secured on the wall of a designated area which is accessible to incarcerated persons. The boxes are equipped with an audible alarm to alert staff when one has been opened. Each box has an easy break tamper seal affixed to the latch opening. Each box will have 2 naloxone nasal spray applicators inside of it.

Each facility shall, at minimum, secure an emergency naloxone box inside the dayrooms of each housing area (placement in Administrative Separation housing areas and any other area identified by the Facility Commander will be at their discretion). The location of these boxes will be identified in a facility specific green sheet. These boxes shall be affixed in an area within view of facility cameras for monitoring purposes.

In the event a naloxone dose or doses go missing from the box without staff being alerted and staff notices its disappearance, a welfare check of every incarcerated person in the module shall be completed. Video surveillance footage should be reviewed to investigate where the plastic naloxone plungers may be. A search should also be conducted to recover the naloxone kits when unable to locate them from a specific person.

A. Equipment Check:

1. Deputies shall conduct a visual and physical check of the boxes located in their work area during the first safety check of the shift.
 - a) Check if the boxes have been broken
 - b) Check if the easy break seal is present or has been tampered with
 - c) Naloxone is present inside of the boxes
2. Control deputies or whomever is responsible for logging events occurring in the housing area, will indicate the boxes were checked after the first safety check. The "Naloxone" drop down in JIMS should be utilized to log the initial visual and physical check of the emergency naloxone posters and naloxone.
3. The log entry should note how much naloxone was present in each module at the beginning of shift or if any are missing. If the naloxone went missing during the previous shift, the entry maker should document this in the notes section as well.
4. Every safety check thereafter will only require a visual check confirming the box has not been tampered with and the naloxone is still present inside of the box. No log entry needs to be made in conjunction with this.
5. Facility administrative staff shall keep a record of when each naloxone medication expires and replace them accordingly.
6. Facility administrative staff shall conduct a visual, physical and auditory (alarms) inspection of the boxes as identified in a facility specific green sheet. This inspection should take place at a minimum of once every two months. This is to ensure the boxes remain in good condition and the batteries of the alarms located in the boxes are working properly.