



Health and Safety Policy 3.13

Subject: NALOXONE ADMINISTRATION POLICY (OPIOID EMERGENCY)

Scope: COUNTY COUNCIL, LIBRARY BOARD, COUNTY EMPLOYEES, INCLUDING STRATHMERE LODGE AND MIDDLESEX COUNTY LIBRARY, AND VOLUNTEERS

Issued:

Revised:

HR Review:

Purpose:

The purpose of the Naloxone Administration Policy (Opioid Emergency) is to establish guidelines and procedures for the utilization of naloxone in response to an opioid emergency for staff and volunteers.

Policy:

The Corporation of the County of Middlesex (the “County”) is vitally interested in the health and safety of its employees. Protecting employees from all workplace hazards by ensuring that staff are enabled to respond appropriately to an opioid emergency and prepared to administer naloxone safely and effectively.

Definitions:

Naloxone: Naloxone hydrochloride (also known as naloxone, Narcan or Evzio) is a medication that can temporarily stop many of the life-threatening effects of overdose from opioids. It is an opioid antagonist, which means that it ejects opioids from receptors in the brain, reversing the respiratory/central nervous system (CNS) depression caused by an opioid overdose. Naloxone can help restore breathing and reverse the sedation and unconsciousness that are common during an opioid overdose. In Canada, naloxone is available in intramuscular (i.e. injectable) and intranasal (i.e. nasal spray) formulations.

Opioid: Opioids belong to a class of drugs known as central nervous system (CNS) depressants. CNS depressants are substances that slow the body down and can make people sleepier. Opioids may be prescribed or used illegally to reduce pain, manage opioid dependence or produce a state of relaxation. Common opioids include heroin, fentanyl, morphine, methadone, codeine and oxycodone.



Health and Safety Policy 3.13

Opioid overdose: The state that occurs when an opioid or an opioid combined with other substances overwhelms the body and as a consequence the central nervous system (CNS) is no longer able to control basic life functions (i.e. breathing, heart rate, body temperature, consciousness). The most effective way to respond to an opioid overdose is by administering naloxone and/or oxygen to an individual to ensure they receive an appropriate amount of oxygen.

Procedure:

1. Naloxone Kits

Due to specific risks of employees experiencing an opioid overdose while working, the County provides a minimum of one (1) naloxone kit at each worksite. The naloxone kits will be stored with other emergency medical supplies (first aid kits) for easy access when required. A detailed list of County worksites and locations of the naloxone kits is attached at Schedule "A".

At each worksite, the naloxone kit is kept in a hard zippered black case with a red "naloxone" cross on the top and the kit contains the following:

- Two doses of intranasal spray, with each dose containing 4 mg/0.1 ml of naloxone hydrochloride;
- One rescue breathing barrier; and
- One pair of non-latex gloves.

The naloxone kits will be stored in accordance with manufacturer's instructions. Inspection of the naloxone and ancillary kit items shall be conducted regularly including regular review of the expiration date. The naloxone kits are replaced after each use or by the expiry date on each kit, whichever comes first.

2. Training Requirement

The County will provide training to staff who are tasked with the training requirement for naloxone administration. The training will cover how to recognize an opioid overdose, how to administer naloxone, and be acquainted with any hazards related to the administration of naloxone.

Only those trained to administer naloxone are permitted to do so. Staff who are not trained to provide appropriate first aid should never attempt to provide assistance to potential overdose victims.



Health and Safety Policy 3.13

The names and locations of the workers trained in the administration of naloxone will be posted in a visible place in the vicinity of the kit. Emergency procedures and emergency phone numbers will also be posted at all first aid stations that contain a naloxone kit.

3. Signs of Opioid Overdose

Signs of an opioid overdose/poisoning include:

- absent breathing or slow, erratic breathing, throat gurgling or snoring sounds
- inability to wake up, even when shaken or shouted at
- blue lips or nails/fingertips
- very small ("pinpoint") pupils
- cold and clammy skin

If you notice someone making unusual breathing sounds while “sleeping”, it is appropriate to try waking them up. This could be the early stage of an opioid overdose indicating a struggle to breathe. Early overdose response offers a better chance at successful overdose reversal and lower chance for overdose-related death. It is rare for someone to die immediately from an opioid overdose; therefore, rapid responses are critical.

4. Opioid Overdose & Naloxone Administration Procedure

In the case of a suspected opioid overdose of a staff member, trained staff shall follow the following protocol in their opioid overdose response training including the administration of naloxone.

Due to the nature of the County operations and service delivery areas, a trained staff member may not always be available to administer naloxone in response to an opioid emergency. If there is a suspected opioid overdose and there is no trained staff member available to administer naloxone to the staff member, please proceed to Step 2 below. Only those trained to administer naloxone are permitted to do so.

Step 1: Respond to Staff Member & Stimulation

- Try to wake the individual. Shout their Name. Shake their Shoulders. Shouting: "I will use naloxone if you don't wake up," can help rouse someone who is on the nod.

Step 2: Call 911

- If the individual does not respond to stimulation, call 911 or have another staff call immediately.

Step 3: Administer Naloxone (Intranasal)

If physically possible, lay the person on their back to receive a dose of naloxone nasal spray.

1. Don (put on) the non-latex gloves (personal protective equipment) contained in the Naloxone kit.
2. Peel back the blister foil of the naloxone spray dose to open. **DO NOT TEST or PRIME the device** (this will waste the entire dose).
3. Tilt the person's head back and provide support under the neck with your hand. Holding the spray device between your first two fingers, gently insert the tip of the nozzle into a nostril until your fingers are against the bottom of the person's nose.
4. Press the plunger firmly with your thumb to give the entire dose of naloxone nasal spray.
5. Remove the naloxone nasal spray from the nostril after giving the dose and discard.



Step 4: Initiate CPR

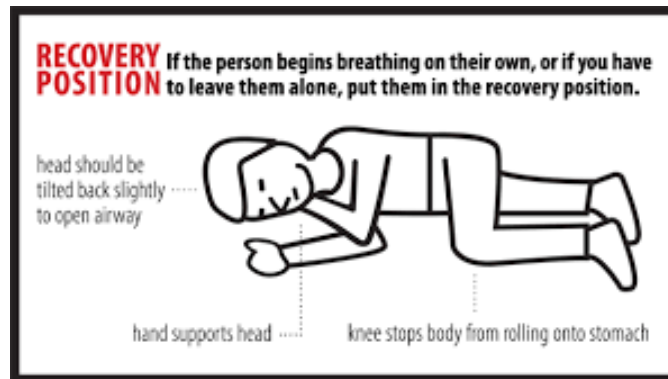
- Start CPR – compressions/rescue breathing until EMS arrives.
- If the first aid responder does not feel safe administering first aid, for whatever reason, they are not required to do so.

Step 5: Reassess

- If the person does not start breathing on their own within 2-3 minutes:
 - Administer a second dose of naloxone in the other nostril following the same procedure in step 3.
 - Continue CPR and naloxone administration, alternating nostrils until the person responds or EMS arrives.

Recovery Position

- If at any point the person must be left alone or they begin to breathe, place them in the recovery position (on their side). The recovery position gives gravity assistance to move the tongue from blocking the airway, and also help prevents choking should the person vomit or drain fluids otherwise.



5. Post Overdose Management

When the naloxone starts working, the treated individual may:

- Wake up suddenly or slowly
- Be disorientated
- Want to use more drugs
- Become agitated and/or combative
- Experience opioid withdrawal symptoms, which could include:
 - muscle aches
 - restlessness
 - anxiety
 - lacrimation (eyes tearing up)
 - runny nose
 - excessive sweating
 - inability to sleep
 - yawning very often
 - diarrhea
 - abdominal cramping
 - goosebumps on the skin
 - nausea and vomiting
 - dilated pupils and possibly blurry vision
 - rapid heart rate

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- high blood pressure

When the individual regains consciousness:

- Orientate them to their surroundings and belongings, as necessary.
- Inform them that they received ## dose(s) of naloxone by trained responders. Communicate the need for hospital transfer for medical assessment and monitoring irrespective of the perceived severity of the situation.
- Communicate their risk of a secondary overdose.
- Let them know or remind them that naloxone's effects will subside anywhere between 30 minutes and 2 hours from administration.
- If EMS has not arrived yet, ensure them that emergency medical assistance is on the way.
- Stay with the person until EMS arrives.
- Watch for signs and symptoms of overdose returning.

6. Reporting Requirements

Once the individual has been assessed by medical professionals, all involved staff must follow the standard incident reporting procedure set out in Health and Safety Policy 3.02 (Accident/Incident Reporting and Investigation Policy).

7. Protection from Liability

Protection from liability is available under the *Good Samaritan Act, 2001*. This would generally apply to a worker who voluntarily administers naloxone at the workplace in an emergency in response to an opioid overdose.

8. Disclosure of Personal Information

The County will not disclose more personal information than is reasonably necessary to comply with the naloxone requirements under the *Occupational Health and Safety Act*. Only personal information that is necessary to ensure compliance with the requirements will be disclosed.

SCHEDULE "A"
NALOXONE ADMINISTRATION POLICY (OPIOID EMERGENCY)
COUNTY WORKSITES AND LOCATION OF NALOXONE KITS

Worksite:	Worksite Address:	Location of Naloxone Kit:
County Administration	399 Ridout Street North, London, ON	First aid kit located in the Councillor's Lounge on the second floor and in the first aid room/staff lunch room in the basement
County Administration – IT Department	340 Waterloo Street, London, ON	First aid kit located on the main floor near the Health and Safety Board
District Foreman Vehicles	Various locations and worksites	First aid kit located in the cab of the vehicle
Primary Operations Centre (Central/Division # 1)	1988 Gainsborough Road, London, ON	First aid kit is located in the first aid room in the administrative office area on the main level
Division # 2, Dorchester	560 Shaw Road, Dorchester, ON	First aid kit located in the washroom on the first floor/main level
Bryanston Garage	15294 Plover Mills Road, Bryanston, ON	First aid kit located in the office/lunchroom on the main level
Division # 3, Melbourne	22681 Melbourne Road, Melbourne, ON	First aid kit located just outside the washroom on the main level
Strathburn Garage, Glencoe	21906 Simpson Road, Glencoe, ON	First aid kit located inside the main door entrance foyer on the main level
Division # 4, Parkhill	1754 Elginfield Road, Parkhill, ON	First aid kit located in laundry/tool room area on the main level



Health and Safety Policy 3.13

Worksite:	Worksite Address:	Location of Naloxone Kit:
4 Corners Garage, Strathroy	3550 Egremont Drive, Strathroy, ON	First aid kit located in area of work wash sink southwest corner of building on the main level
Strathmere Lodge	599 Albert Street, Strathroy, ON	First aid kit located at each Nursing Station (Bear Creek, Hickory Woods, Sydenham Meadows, Arbour Glen and Parkview Place)
Ailsa Craig Library Branch	147 Ailsa Craig Main Street Ailsa Craig, ON	First aid kit located in the staff room
Coldstream Library Branch	10227 Ilderton Road Coldstream, ON	First aid kit located in the circulation desk cupboard
Delaware Library Branch	29 Young Street, Delaware, ON	First aid kit located next to the stairwell to the basement
Dorchester Library Branch	2123 Dorchester Road, Dorchester, ON	First aid kit located in the staff room
Glencoe Library Branch	123 McKellar Street, Glencoe, ON	First aid kit located at the circulation desk and in the Program Room
Ilderton Library Branch	40 Heritage Drive, Ilderton, ON	First aid kit located in the staff room
Komoka Library Branch	1 Tunks Lane, Komoka, ON	First aid kit located in the storage areas beside the staff washroom
Lucan Library Branch	270 Main Street, Lucan, ON	First aid kit located in the staff office area and in the Program Room
Melbourne Library Branch	6570 Longwoods Road Melbourne, ON	First aid kit located in the circulation desk cupboard
Mt. Brydges Library Branch	22501 Adelaide Road Mt. Brydges, ON	First aid kit located in the circulation desk drawer
Newbury Library Branch	22894 Hagerty Road Newbury, ON	First aid kit located in the circulation desk drawer
Parkhill Library Branch	229 B Main Street Parkhill, ON	First aid kit located in the circulation desk drawer
Strathroy Library Branch	34 Frank Street Strathroy, ON	First aid kit located in the circulation desk cupboard



Health and Safety Policy 3.13

Worksite:	Worksite Address:	Location of Naloxone Kit:
Thorndale Library Branch	21790 Fairview Road, Thorndale, ON	First aid kit located in the staff room
Wardsville Library Branch	21935 Hagerty Road, Wardsville, ON	First aid kit located behind the circulation desk in storage unit
Library Head Office/Administration	34 B Frank Street, Strathroy, ON	First aid kit located in the staff room