

GUIDANCE DOCUMENT
OPIOID OVERDOSE INTERVENTION PROGRAM – FIELD

It is the policy of the Vermont Department of Corrections that field staff may voluntarily choose to carry naloxone, and administer the medication when necessary, in the course of their duties. The objective of the opioid overdose intervention program is to expedite access to this intervention of opioid and opiate overdoses.

A. Training

Field staff who voluntarily choose to participate in the opioid overdose intervention program shall:

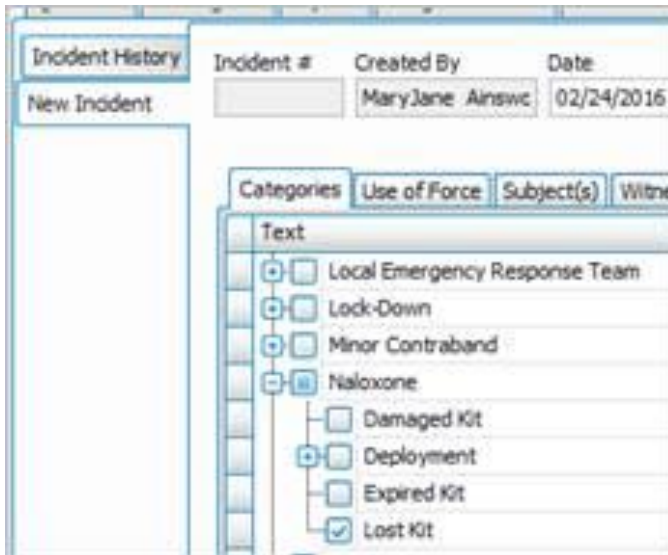
1. Have completed first aid and cardiopulmonary resuscitation (CPR) training;
2. Be trained in the use of the naloxone through a curriculum approved by the Vermont Department of Health; and
3. Comply with:
 - a. The guidelines provided in this document and any other Department directives or policies concerning participation in this program;
 - b. Any direction provided by the Director of Field Services or designee, regarding participation in the program; and
 - c. The manufacturer's recommendations.

B. Naloxone Use

1. When using naloxone, the field staff member shall call 911 to report that they are dealing with a potential overdose situation and shall request law enforcement and EMS to respond.
2. The field staff member shall utilize Personal Protection Equipment (PPE) in accordance with their first aid and CPR training, perform patient assessment, and determine unresponsiveness, absence of breathing and/or lack of a pulse.
3. The field staff member shall follow the protocol outlined in the naloxone training they received in accordance with the Vermont Department of Health Guidelines and may deploy naloxone if indicated.
4. A field staff member shall remain with the subject to whom the naloxone was administered in order to render appropriate first aid as necessary until EMS personnel arrive. If the subject attempts to leave or becomes combative, staff may disengage and should not try to restrain the person.

C. Maintenance and Replacement

1. Field staff who request a naloxone kit shall be responsible for inspecting the naloxone kit assigned to him or her for signs of damage and to ensure the kit has not expired. A list of all kits assigned to field staff shall be maintained by each District Manager for their office. The list shall contain:
 - a. The name of the field staff member
 - b. How many kits have been assigned to the field staff member;
 - c. The date of expiration of each kit assigned;
 - d. The date the kit was assigned to the field staff member.
2. The Director of Field Services or designee shall maintain an inventory of naloxone kits stored at Central Office.
3. These kits shall be used to equip field staff who request a naloxone kit and replace any kits that are found to be expired, damaged, or when a kit is administered.
4. Replacement kits shall be available through the Director of Field Services, or designee.
5. If a kit is lost, damaged, or expired, the field staff member shall document it in the Offender Management System (OMS) as a reportable incident according to Department procedures, using the “Naloxone” incident category, and selecting the appropriate subcategory as follows:



In addition, the field staff member shall send an e-mail to the Director of Field Services or designee with a brief explanation of why they need a new kit. The Director of Field Services or designee shall arrange for a new replacement kit to be provided as soon as reasonably possible.

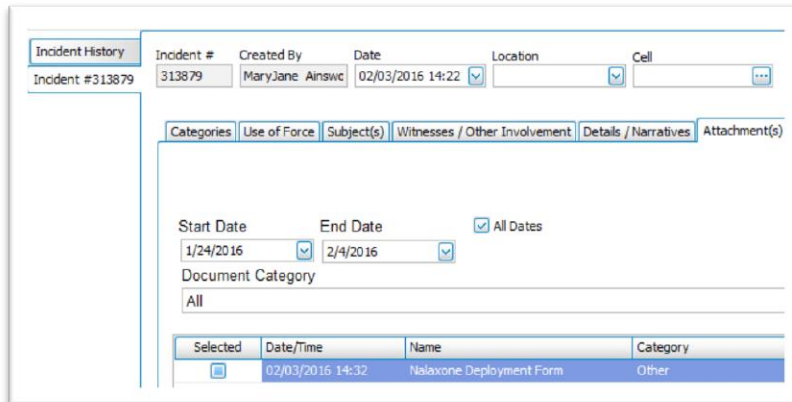
6. In the event naloxone is administered, the appropriate documentation shall be completed as described in section D. The field staff member shall receive a replacement naloxone kit as soon as reasonably possible.

D. Documentation

1. When naloxone is administered, the field staff member who administered the naloxone shall document the event in OMS as a reportable incident according to Department procedures, using the “Naloxone” incident category as follows:



2. The field staff member shall also complete the Naloxone Deployment Reporting Form and e-mail the form to the [Vermont Department of Public Safety](#). The field staff member shall also upload a copy of the completed form into the incident report in OMS, as shown in the example below:



3. The Director of Field Services shall provide an annual report to the Commissioner documenting use of naloxone in accordance with this guidance document.