

Cornwall Central School District Opioid Overdose Prevention Program Policy and Procedures

As part of a coordinated State effort, the New York State Education Department (NYSED), the NYSDOH, and the Harm Reduction Coalition have continued to collaborate on statewide communications, guidance, and training for schools electing to participate as opioid antagonist recipients as defined by Public Health Law §3309. Public Health Law §3309 and its implementing regulations (10 NYCRR §80.138) establish opioid overdose prevention programs, which allow trained individuals to administer naloxone in an emergency to persons suspected of having an opioid overdose. To combat the continuing rise in opioid related deaths in New York State and potentially save a life, the Cornwall Central School District has instituted an Opioid Overdose Prevention Program.

In Accordance with NYSED Guidelines for Opioid Overdose Prevention In Schools (May, 2024) death by overdose remains a public health emergency in New York State (NYS) as the number of opioid-related deaths continues to rise.

All schools are encouraged to participate in the New York State Department of Health (NYSDOH) Opioid Overdose Prevention Program (OOPP) and to continue to educate and raise awareness in schools and their communities about the dangers of opioids and synthetic opioids. In an effort to ensure the health and safety of its students and staff, Cornwall Central School District will maintain and administer an opioid antagonist in its schools, specifically Naloxone, otherwise known by its brand name Narcan, for use during emergencies to any student or staff member experiencing a known or suspected opioid overdose, regardless of a previous history of opioid abuse.

Storage

Naloxone, otherwise known as Narcan will be stored in all Nurses' offices as well as AED Cabinets district wide. Storage of Opioid Antagonists Opioid antagonists should be available to ensure ready and appropriate access for use during emergencies. Opioid antagonists should be stored in secure but accessible locations consistent with the district emergency response plan. Naloxone inventory will take place during routine AED Checks.

There are three options available for schools that choose to participate in an opioid overdose prevention program and administer an opioid antagonist (e.g., naloxone) in the school setting.

Option 1 - A school chooses to become a registered opioid prevention program with NYSDOH

Option 2 - A school chooses to have their registered professional nurses (RN) follow a nonpatient specific order to administer naloxone; or 5 NYSED Guidelines on Implementing Opioid Overdose Prevention in Schools Last Updated May 2024

Option 3 - A school chooses to collaborate with a community based registered opioid prevention program.

Cornwall Central School District will be electing to utilize **Option 3**. Our community based opioid prevention program is Orange-Ulster BOCES. We will retrieve and report Narcan medication via the OUBOCES Health/Safety and Risk Management Department. Orange-Ulster BOCES will be notified by designated personnel responsible for monitoring inventory when additional stock is needed or when the opioid antagonist is nearing expiration.

Option 3

NYSED Guidelines on Implementing Opioid Overdose Prevention in Schools Last Updated May 2024

Schools participate with an existing NYSDOH OOPP operated by a community-based organization.

Participating with an existing NYSDOH registered OOPP does not require the school have a clinical director, as all existing NYSDOH registered OOPP's have a clinical director.

Volunteer school personnel participating under an existing OOPP are required to complete a NYSDOH-NYSED approved training program pursuant to Public Health Law §3309.

The following are required for volunteer school personnel to administer an intranasal opioid antagonist in schools:

- In addition to any training provided by the OOPP, NYSED and the NYSDOH require completion of the NYSDOH-NYSED approved training for volunteer school personnel with the attainment of 80% accuracy on the posttest; and
- After successful completion of the Opioid Overdose Prevention Training, a certificate of training in opioid overdose prevention will be issued and valid for two years. NYSED strongly encourages an annual refresher training to ensure that understanding and skills in opioid overdose response are current and timely. The school must maintain a current list of its trained volunteer school personnel. Maintaining this list in the health office, or a location designated by school district administration, is recommended.

Training Steps

NYSDOH-NYSED Opioid Overdose Prevention Program: **approved training webinar for non-medical school personnel** is approximately 30 minutes. No additional cost. Training certificate becomes valid once the **school nurse reviews the Opioid Overdose Prevention Training Skills Checklist for Schools**.

Accessing the Program

New York State Center for School Health; [NYSCSH e-Learning and Learning Management System \(LMS\) / Overview \(schoolhealthny.com\)](https://www.schoolhealthny.com/)

Learning Management System (LMS): **Opioid Overdose Prevention Training**

1. [NYSCSH e-Learning and Learning Management System \(LMS\) / Overview \(schoolhealthny.com\)](https://www.schoolhealthny.com/)
2. Create an account
3. Enroll in the “**Learning Management System (LMS): Opioid Overdose Prevention Training**”
 1. **Passing grade for written exam 100%; 3 attempts**
4. Download completion certification, copy of certification to be maintain high school nurses office
5. Nurse reviews the attached form “**Opioid Overdose Prevention Training Skills Checklist for Schools**”
6. **Copy of Certification along with the Opioid Overdose Prevention Training Skills Checklist for Schools; kept on file for two years.**
 1. Certificate valid for two years.

Note: Volunteer Usage of “**Narcan Nasal Spray**” when responding to a **potential Opioid Overdose** in the school district. If nasal spray has little to no effect, it is suggested that the responding individual be current in CPR/AED, but not required.

Opioid Overdose Response

How to Recognize an Opioid Overdose and Use Naloxone

Opioids are medications that can be used to treat certain kinds of pain or opioid use disorder. Some illicit or nonprescribed substances such as heroin are also opioids. Signs of an opioid overdose may include:

- unconsciousness or unresponsiveness (doesn't wake up when shaken or called)
- shallow breathing
- limpness
- blue lips, gums, or fingertips
- slow or irregular heartbeat or pulse

Naloxone is very powerful and works quickly. When administered soon after someone starts experiencing an overdose, the person will usually wake up within one to three minutes. Repeat administration of naloxone may be necessary.

But naloxone is a temporary treatment, and its effects do not last long, thus it is extremely important to still call 911. After giving someone naloxone and calling 911, stay with the person, even if they are conscious, until emergency medical help arrives. The person could lapse back into unconsciousness and might need another dose of naloxone. Keep trying to wake them up and keep them breathing. Also, lay the person on their side to prevent them from choking if they are unconscious.

USE OF NALOXONE

In case of a suspected opioid overdose, school nurse or other trained staff shall follow the protocols outlined in the naloxone training:

- Call 911
- Administer rescue breathing
- Prepare and administer naloxone
- Alert the school crisis response team
- Continue rescue breathing
- Give another dose of naloxone in 3 minutes if no response or minimal breathing or responsiveness
- Naloxone wears off in 30-90 minutes, which necessitates definitive medical care
- Comfort them; withdrawal can be unpleasant
- Encourage survivors to seek treatment

Naloxone Will Not Harm Someone Who Does Not Have Opioids in Their System¹

- If someone is having a medical emergency other than an opioid overdose – such as a diabetic coma or cardiac arrest – giving them naloxone will generally not have any effect or cause them additional harm.
- Naloxone can be administered to people of all ages, so it can also be used for suspected overdose in infants, children, and the elderly.

On March 29, 2023, the U.S. Food and Drug Administration approved Narcan, 4 milligram (mg) naloxone hydrochloride nasal spray for over-the-counter (OTC), nonprescription, use – the first naloxone product approved for use without a prescription.

¹ Access to Naloxone Can Save a Life During an Opioid Overdose; US Food and Drug Administration; March 29, 2023

How to use Narcan® Nasal Spray for an opioid overdose



KNOW THE SIGNS OF OVERDOSE

- Person is passed out and you cannot wake them up.
- Breathing very slow, making gurgling sounds, or not breathing at all.
- Lips are blue or grayish color.



CHECK FOR A RESPONSE

- Shake them and shout to wake them up.
- If no response, grind your knuckles into their chest bone for 5-10 seconds.
- If the person still does not respond, call 911.



CALL 911

- Tell the 911 dispatcher, ***"I think someone has overdosed!"***
- If you report an overdose, you and the overdosed person have significant protections under the New York State Law from being charged with drug possession, even if you shared drugs.

How to give Narcan® Nasal Spray



- Take Narcan® Nasal Spray out of box.
 - Peel back tab with the circle to open the Narcan® Nasal Spray.
- IMPORTANT:** Do not remove Narcan® until ready to use and do **NOT** test the device.



- Hold the Narcan® Nasal Spray with your thumb on the bottom of the plunger and your first and middle fingers on either side of the nozzle.



- Tilt the person's head back and provide support under the neck with your hand.



- Gently insert the tip of the nozzle into one nostril, until your fingers on either side of the nozzle are against the bottom of the person's nose.
- Press the plunger firmly to give the dose of Narcan® Nasal Spray. Remove the Narcan® Nasal Spray from the nostril after giving the dose.



- Wait and watch the person closely.
- If the person does not respond in 2-mins, repeat the steps and give the second dose of Narcan® Nasal Spray in box.



- Call 911 right away, if you have not done so already.
- Roll the person on their side and place them in the 'recovery position'.

If the person is not breathing, do rescue breathing (or CPR if you know it) ➡

Rescue breathing steps



Tilt the head back, lift the chin, and pinch the nose.



Start with two breaths into the mouth. Continue with one breath every 5 seconds.

The person's chest should rise and fall with each breath; if not, check to make sure the head is tilted back and the mouth is clear.



Keep doing rescue breathing until the person breathes on their own or until medical help arrives.

Caring for someone after you give Narcan®

- When the person wakes up, explain what happened. Tell them not to take any more drugs because that could cause another overdose.
- Naloxone, the medicine in Narcan®, wears off in 30 to 90 minutes. Stay with the person until they go to the hospital, or until the naloxone wears off, to make sure they do not overdose again.
- If you do not seek medical care, stay with the person for at least 3 hours and watch for signs of returning overdose. Call 911 if the person is not OK when they wake up.
- When the ambulance arrives, tell them that naloxone has been given.
- If you need to leave, turn the person on their side (recovery position) to prevent them from choking.
- Go back to the program that trained you or to a pharmacy, tell them you used the kit and get more naloxone.

Resources

- **New York State Department of Health, AIDS Institute, Opioid Overdose Initiative:**
1-800-692-8528, www.health.ny.gov/overdose
- **New York State Office of Alcoholism and Substance Abuse Services (OASAS):**
877-8-HOPENY (877-846-7369), www.oasas.ny.gov
- **New York City Department of Health and Mental Hygiene, NYC Well:**
1-888-NYC-WELL (1-888-692-9355), text "WELL" to 65173, <https://nycwell.cityofnewyork.us>
- **Harm Reduction Coalition:**
www.harmreduction.org/our-work/overdose-prevention

FOLLOW-UP

- After administration of naloxone, the school nurse, or other staff, will follow the district's reporting protocols.
- The school nurse or other staff will:
 - Ensure that the overdose victim was transported to the emergency department
 - Notify appropriate student services
 - Provide substance abuse prevention resources to the overdose victim and family, as appropriate

NYSDOH Opioid Overdose Prevention InitiativeCommunity Naloxone Usage Form



Purpose: Program staff may use this form as a data collection instrument. All community naloxone usage reports must be entered electronically into the New York State Opioid Overdose Prevention Program System.

On what day was the naloxone used?

If naloxone was used on more than one day, please submit a separate report for each use. If you don't know the precise date, choose one that you think is close.

Date naloxone used:

Do you know the zip code where the overdose happened?

Yes: Zip Code:

No: County/Borough & Town

Did the person who overdosed survive? (choose one)

Yes

No

Don't know

(Check all that apply.) Select the type of naloxone used and the number of doses given.

☐ **Narcan™ Nasal spray, Doses:**
☐ 1
☐ 2
☐ 3
☐ 4
☐ More than 4
☐ Don't Recall



☐ **Intramuscular injection generic Doses:**
☐ 1
☐ 2
☐ 3
☐ 4
☐ More than 4
☐ Don't Recall



☐ **Nasal spray generic Doses:**
☐ 1
☐ 2
☐ 3
☐ 4
☐ More than 4
☐ Don't Recall



☐ **Evzio Autoinjector Doses:**
☐ 1
☐ 2
☐ 3
☐ 4
☐ More than 4
☐ Don't Recall



Did anyone else also give naloxone for this same overdose? (choose one)

Yes

No

Don't know

(check all that apply) Were they

☐ Police

☐ Another civilian witness or bystander

☐ EMS

☐ Other

☐ Fire Fighter

Do you know what type of naloxone they used?

Yes

No

(Check all that apply) What did they use (formulation & doses)?

☐ **Narcan™ Nasal spray doses:**
☐ 1
☐ 2
☐ 3
☐ 4
☐ More than 4
☐ Don't Recall



☐ **Intramuscular injection generic doses:**
☐ 1
☐ 2
☐ 3
☐ 4
☐ More than 4
☐ Don't Recall



☐ **Nasal spray generic doses:**
☐ 1
☐ 2
☐ 3
☐ 4
☐ More than 4
☐ Don't Recall



☐ **Evzio Autoinjector doses:**
☐ 1
☐ 2 3
☐ 4
☐ More than 4
☐ Don't Recall



☐ **Other**

Was 911 called? (choose one)

Yes

No

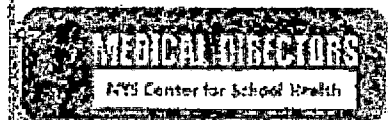
Don't know

Storage and Inventory

- The District will store its supply of Naloxone in a secure, but accessible, and temperate location consistent with its emergency response plan.
- The school nurse will keep a log including the date, time and signature of distributed inventory.
- Trained building personnel who administer Naloxone during the school day will notify the school nurse after any use of inventory to determine if additional supplies are needed.

ITEM	MANUFACTURER	QUANTITY
Naloxone HCL 4mg/0.1ml Nasal spray	ADAPT	2
Nitrile gloves, pair	Various	1
Mask/barrier device	Various	1
Step by step instructions	Various	1

Sample Non-Patient Specific Order for Administration of Intramuscular (IM)
Naloxone for Treatment of Suspected Opioid Overdose in Individuals by
Registered Professional Nurses*



Registered Professional Nurses employed or contracted by the above school district may execute this non-patient specific order and administer intramuscular (IM) naloxone in the school building, on school property, and at any school school/school-sponsored activity occurring on or off school grounds.

For known/suspected opioid overdose or signs of a life-threatening emergency such as:

- LUNGS: Slow, shallow, erratic or no breathing, snoring, or choking with gurgling rattle
- PULSE: Slow, erratic, or not present
- MENTAL STATUS: Unconscious; minimally responsive, limp body, unresponsive to painful stimuli
- SKIN: Pale, blue, gray or ashen color, clammy face, blue or purple lips or nail beds

Steps to take:

1. Determine if the person is conscious or unresponsive-shake, shout, perform sternal rub.
2. Activate school emergency response and call/ask someone to call 911. State the person is not breathing.
3. Follow emergency response protocol (CPR/Rescue Breaths/AED) for an unresponsive victim and administer 0.4 mg of naloxone intramuscularly (IM) in deltoid, thigh, or buttocks.
4. If breathing, roll the person on his/her side and monitor breathing until EMS arrives.
5. If no response in 2 – 3 minutes, administer second dose of intramuscular 0.4 mg naloxone IM.
6. Monitor and support patient until EMS arrives. Provide rescue breathing, CPR/AED as needed.
7. Notify parents/guardians. Direct them to meet the district designee in the Emergency Department.
8. Report administration of naloxone as indicated in district policy.

If stock medication is a NYSDOH Kit, each kit contains: IM Naloxone Kits contain: two Naloxone Hydrochloride 0.4 mg/1 ml vials, and two IM syringes.

*Additional guidance is available in separate written medical director policies.

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Medical Director Signature

[Signature]

License Number

257849-2

Beginning Date

7/2/2024

End Date

6/30/2025