



Intranasal Naloxone Medication Procedure

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Purpose To provide guidance to County of San Bernardino (County) Department of Behavioral Health (DBH) staff on the appropriate steps for consideration/administration of intranasal naloxone when responding to a client that is experiencing an emergency medical condition potentially caused by an opioid overdose.

Procedure Staff who meet the Opioid Overdose Responder criteria outlined in the Intranasal Naloxone Medication Policy (MDS2028) shall follow the subsequent steps when an individual at a DBH facility is experiencing an emergency medical condition, and there are credible and/or contextual signs indicating the cause is due to an opioid overdose.

Note: Credible and contextual evidence of opioid overdose includes but is not limited to: shallow and/or profoundly delayed breathing, discoloration (bluing) of lips and hands (cyanosis), and/or altered consciousness/mental state.

Step	Action
1	Opioid Overdose Responder, as defined in Intranasal Naloxone Medication Policy (MDS2028), will respond to the medical emergency and evaluate the individual for credible and/or contextual signs of an opioid overdose.
2	If credible and/or contextual signs of an opioid overdose are present, the intranasal naloxone stored at the clinic location must be accessed and administered by the Opioid Overdose Responder.

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Intranasal Naloxone Medication Procedure, Continued

Procedure,
continued

Step	Action						
3	<p>Opioid Overdose Responder will call or instruct other responding staff to call a “Code Blue” in the clinic to summon medical staff to the medical emergency.</p> <p>Note: Staff not directly responding to the individual shall call the “Code Blue” to summon medical staff to respond to the medical emergency.</p>						
4	<p>Opioid Overdose Responder will call or instruct other responding staff to call 9-1-1 to summon Emergency Medical Services (EMS).</p> <p>Note: Staff not directly responding to the individual shall call the 9-1-1 to request EMS to respond to the medical emergency.</p>						
5	<p>After the initial dose of intranasal naloxone has been administered to the individual experiencing the medical emergency, “Code Blue” and 9-1-1 have been called</p> <table border="1" data-bbox="578 982 1401 1423"> <thead> <tr> <th data-bbox="578 982 992 1014">If ...</th> <th data-bbox="992 982 1401 1014">Then ...</th> </tr> </thead> <tbody> <tr> <td data-bbox="578 1014 992 1220"> <p>The individual does not respond to the dose of intranasal naloxone medication and remains unconscious</p> </td> <td data-bbox="992 1014 1401 1220"> <p>Proceed to Step 6</p> </td> </tr> <tr> <td data-bbox="578 1220 992 1423"> <p>The individual does respond to the administered dose of intranasal naloxone medication and regains consciousness</p> </td> <td data-bbox="992 1220 1401 1423"> <p>Proceed to Step 8</p> </td> </tr> </tbody> </table>	If ...	Then ...	<p>The individual does not respond to the dose of intranasal naloxone medication and remains unconscious</p>	<p>Proceed to Step 6</p>	<p>The individual does respond to the administered dose of intranasal naloxone medication and regains consciousness</p>	<p>Proceed to Step 8</p>
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Intranasal Naloxone Medication Procedure, Continued

Procedure,
continued

Step	Action						
6	As the individual did not respond to the administration of the intranasal naloxone medication, Cardiopulmonary Resuscitation (CPR) efforts should be performed on the individual. CPR must only be performed by medical staff or properly trained staff certified in CPR administration, with the use of a mouth barriers for rescue breaths.						
7	After the first dose of intranasal naloxone is administered and CPR activities have been performed <table border="1" data-bbox="581 751 1403 1016"> <thead> <tr> <th>If ...</th> <th>Then ...</th> </tr> </thead> <tbody> <tr> <td>The individual does respond to the administration of intranasal naloxone and CPR</td> <td>Proceed to Step 8</td> </tr> <tr> <td>The individual has not responded within 2 minutes to the administration of intranasal naloxone and CPR</td> <td>Administer a second dose of intranasal naloxone and continue CPR activities until EMS arrives</td> </tr> </tbody> </table>	If ...	Then ...	The individual does respond to the administration of intranasal naloxone and CPR	Proceed to Step 8	The individual has not responded within 2 minutes to the administration of intranasal naloxone and CPR	Administer a second dose of intranasal naloxone and continue CPR activities until EMS arrives
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The individual has not responded within 2 minutes to the administration of intranasal naloxone and CPR	Administer a second dose of intranasal naloxone and continue CPR activities until EMS arrives						
8	Monitor individual's breathing and vital signs until EMS arrives and are able to provide medical assistance.						

Incident Documentation

Per Intranasal Naloxone Policy ([MDS2028](#)), staff who have responded to the emergency medical situation, but are not actively rendering aid to the individual *or* staff members who are rendering aid, will begin the documentation process.

Staff should begin documenting elements about the individual such as, but not limited to:

- Respiration rate;
- Respiration quality;
- Pulse;
- Pupil dilation;
- Level of consciousness;
- Condition individual was found in;
- Time(s) event(s)/medical emergency transpired; and
- Name(s)/account(s) of any witness(es) to the medical emergency.

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Intranasal Naloxone Medication Procedure, Continued

Intranasal Naloxone Storage in Transportation

Intranasal naloxone medication should be stored at room temperature of 59 – 77 degrees Fahrenheit. When transported for field-based services, the permissible temperature is between 39 - 104 degrees Fahrenheit. Intranasal naloxone medication cannot be left in unattended vehicles while performing field-based services as vehicle temperatures may exceed permissible limits.

Intranasal Naloxone Medication Issuance Procedure for Field-Based Staff

Field-based staff who meet the Opioid Overdose Responder criteria outlined in the Intranasal Naloxone Medication Policy ([MDS2028](#)) and are scheduled to see a client with a known substance use disorder, or are conducting field-based work-activities with unknown clients shall follow the steps below to be issued intranasal naloxone medication:

Step	Action
1	Field-based services staff meeting the Opioid Overdose Responder criteria requests intranasal naloxone medication from office support staff.
2	Office support staff provides field-based services staff with sign-out log and ensures log is completed accurately.
3	Office support staff issues field-based services staff the intranasal naloxone medication upon confirmation sign out log was completed accurately.

Field-Based Administration of Intranasal Naloxone Medication Procedure

The following outlines the steps field-based staff will take when a medical emergency arises, requiring administration of the intranasal naloxone medication to an individual while conducting field-based work activities:

Step	Action
1	Field-based staff member meets with individual to provide field-based services.

Continued on next page

Intranasal Naloxone Medication Procedure, Continued

Field-Based Administration of Intranasal Naloxone Medication Procedure, continued

Step	Action						
2	<p>Upon meeting with the client, in order to perform field-based work activities...</p> <table border="1" data-bbox="578 520 1399 926"> <thead> <tr> <th data-bbox="578 520 987 556">If ...</th> <th data-bbox="987 520 1399 556">Then ...</th> </tr> </thead> <tbody> <tr> <td data-bbox="578 556 987 753">The field-based staff member encounters a medical need to administer Intranasal Naloxone medication while conducting field-based work activities</td> <td data-bbox="987 556 1399 753">Proceed to Step 3</td> </tr> <tr> <td data-bbox="578 753 987 926">There is no medical need to administer Intranasal Naloxone medication while conducting field-based work activities</td> <td data-bbox="987 753 1399 926">Proceed to section titled: <i>Intranasal Naloxone Medication Return Procedure for Field-Based Staff (Page 7)</i></td> </tr> </tbody> </table>	If ...	Then ...	The field-based staff member encounters a medical need to administer Intranasal Naloxone medication while conducting field-based work activities	Proceed to Step 3	There is no medical need to administer Intranasal Naloxone medication while conducting field-based work activities	Proceed to section titled: <i>Intranasal Naloxone Medication Return Procedure for Field-Based Staff (Page 7)</i>
If ...	Then ...						
The field-based staff member encounters a medical need to administer Intranasal Naloxone medication while conducting field-based work activities	Proceed to Step 3						
There is no medical need to administer Intranasal Naloxone medication while conducting field-based work activities	Proceed to section titled: <i>Intranasal Naloxone Medication Return Procedure for Field-Based Staff (Page 7)</i>						
3	If credible and/or contextual signs are present that the individual is experiencing an opioid overdose, the intranasal naloxone medication will be accessed and then administered by the field-based staff member.						
4	Field-based staff member should call or instruct others (if present) to call 9-1-1 to summon Emergency Medical Services (EMS) to the location of the medical emergency.						
5	<p>After the initial dose of intranasal naloxone has been administered to the individual experiencing the medical emergency <i>and</i> 9-1-1 has been called:</p> <table border="1" data-bbox="578 1331 1399 1703"> <thead> <tr> <th data-bbox="578 1331 987 1367">If ...</th> <th data-bbox="987 1331 1399 1367">Then ...</th> </tr> </thead> <tbody> <tr> <td data-bbox="578 1367 987 1535">The individual does not respond to the dose of intranasal naloxone medication and remains unconscious</td> <td data-bbox="987 1367 1399 1535">Proceed to Step 6</td> </tr> <tr> <td data-bbox="578 1535 987 1703">The individual does respond to the administered dose of intranasal naloxone medication and regains consciousness</td> <td data-bbox="987 1535 1399 1703">Proceed to Step 8</td> </tr> </tbody> </table>	If ...	Then ...	The individual does not respond to the dose of intranasal naloxone medication and remains unconscious	Proceed to Step 6	The individual does respond to the administered dose of intranasal naloxone medication and regains consciousness	Proceed to Step 8
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Intranasal Naloxone Medication Procedure, Continued

Field-Based Administration of Intranasal Naloxone Medication Procedure, continued

Step	Action						
6	<p>In reaction to non-responsiveness to intranasal naloxone administration, Cardiopulmonary Resuscitation (CPR) efforts should be performed on the individual.</p> <p>CPR must only be performed by medical staff or properly trained staff certified in CPR administration, with the use of a mouth barrier for rescue breaths.</p>						
7	<p>After the first dose of intranasal naloxone is administered and regardless if CPR activities have or have not been performed</p> <table border="1"> <thead> <tr> <th>If ...</th> <th>Then ...</th> </tr> </thead> <tbody> <tr> <td>The individual does respond to the administration of intranasal naloxone</td> <td>Proceed to Step 8</td> </tr> <tr> <td>The individual does not responded within 2 minutes proceeding intranasal naloxone administration</td> <td>Administer a second dose of intranasal naloxone and continue CPR activities, if certified to do so, until EMS arrives</td> </tr> </tbody> </table>	If ...	Then ...	The individual does respond to the administration of intranasal naloxone	Proceed to Step 8	The individual does not responded within 2 minutes proceeding intranasal naloxone administration	Administer a second dose of intranasal naloxone and continue CPR activities, if certified to do so, until EMS arrives
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The individual does respond to the administration of intranasal naloxone	Proceed to Step 8						
The individual does not responded within 2 minutes proceeding intranasal naloxone administration	Administer a second dose of intranasal naloxone and continue CPR activities, if certified to do so, until EMS arrives						
8	Monitor individual's breathing and vital signs until EMS arrives and is able to provide medical assistance.						
9	<p>Field-based services staff will dispose of used intranasal naloxone medication.</p> <p>Note: Intranasal naloxone medication (Narcan) spray may be disposed of in regular trash/waste dispensers.</p>						
10	Complete the Unusual Occurrence/Incident Report per the steps outlined in the Special Incident Reporting Procedure – Client Related (SFT7016) .						

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Intranasal Naloxone Medication Procedure, Continued

Field-Based Administration of Intranasal Naloxone Medication Procedure, continued

Step	Action
11	<p>Field-based services staff will provide a general report via email to DBH's Addiction Medication Physician and DBH – Substance Use Disorder and Recovery Services (SUDRS) Administration (Deputy Director, Senior Program Manager, Program Manager II and Program Manager I) when intranasal naloxone is administered while providing field-based services. Report is due no later than five (5) business days from the date of the incident.</p> <p>Note: This general report is in addition to the Unusual Occurrence/Incident Report and should include the following elements:</p> <ul style="list-style-type: none"> • Brief Summary of the Incident; • Name(s) of staff involved; • Location of incident; • Date/Time incident occurred, and • Any other relevant information.
12	Field-based services staff will inform office support staff of the administration of intranasal naloxone while performing field-based work activities.
13	Office support staff will update the Intranasal Naloxone Medication log.

Intranasal Naloxone Medication Return Procedure for Field-Based Staff

The following steps outline actions to be taken when field-based staff who checked out intranasal naloxone medication for field-based work activities **did not** encounter a medical need to administer the medication:

Step	Action
1	Field-based services staff will return the intranasal naloxone medication to the office support staff.
2	Office support staff will update the Intranasal Naloxone Medication log.
3	Office support staff will review the tracking log for completeness.
4	Office support staff will return the intranasal naloxone medication to the designated storage area.

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Intranasal Naloxone Medication Procedure, Continued

Client Distribution of Intranasal Naloxone Medication

Field-based services staff may distribute intranasal naloxone medication to client's whom they believe may be at risk of an opioid overdose. Staff should consider the client's history and current environment to determine risk, but **do not** need to establish medical necessity **or** have a clinical diagnosis to deem a client to be at risk.

If ...	Then ...
Field-based services staff determine that a client is at-risk for an opioid overdose and distributes intranasal naloxone medication to the client	<ul style="list-style-type: none">• Field-based services staff will inform office support staff of distribution to an at-risk client; and• Office support staff will update the Intranasal Naloxone Medication log.

Related Policy or Procedure

DBH Standard Practice Manual:

- Control, Access and Accountability of Medications and Medical Supplies Policy ([MDS2008](#))
- Intranasal Naloxone Medication Policy ([MDS2028](#))
- Urgent and Emergency Conditions Procedure (MDS2031)
- Special Incident Reporting Procedure – Client Related ([SFT7016](#))
- How to Report an Incident ([SFT7017](#))

Reference(s)

- [California Civil Code, Section 1714.22](#)
 - [California Department of Public Health, Naloxone Statewide Standing Order Frequently Asked Questions](#)
 - [Standing Order to Dispense Naloxone Hydrochloride](#)
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