

6.414 – PROCUREMENT AND USE OF OVERDOSE REVERSAL DRUGS IN EMERGENCY SITUATIONS

In accordance with applicable law, the Board of Education will procure and maintain a supply of approved Overdose Reversal Drugs (ORDs), such as Narcan/Naloxone, on school grounds for use in emergency situations. An ORD is a drug used to reverse the effects of an opioid-related drug overdose and may be obtained under state law with or without a prescription.

Prior to authorizing any personnel to administer ORDs, the Superintendent or designee shall coordinate with a health care provider, or other person or entity authorized by law, (a “Provider”) to establish a written protocol which includes all of the following:

1. Any limitations to be applied concerning the individuals to whom the ORD may be personally furnished;
2. The ORD dosage that may be personally furnished and any variation in the dosage based on circumstances specified in the protocol;
3. Any labeling, storage, recordkeeping, and administrative requirements;
4. Training requirements that must be met before a person will be authorized to personally furnish ORDs;
5. Any instructions or training that the authorized person must provide to an individual to whom an ORD is personally furnished.

Authorization of Employees, Volunteers, and Contractors to Administer ORDs

Each school building shall have at least two employees, volunteers, or contractors authorized and trained to administer ORDs. Training shall be approved by the Provider. Only a nurse employed by or contracted by the Board, or an otherwise properly trained employee, volunteer, or contractor may possess and administer ORDs. Upon request, the Board of Education may authorize a Board employee, volunteer, or contractor who has satisfied such training requirements.

Administration of ORDs

Each school building shall maintain at least one (1) package of an approved ORD. It shall be responsibility of School Nurse (R.N.), to ensure this supply is maintained and is not expired.

Appropriately trained and authorized personnel, as described in this policy, may administer ORDs to any person on Board of Education property or at a Board of Education-sponsored event who is apparently experiencing an opioid-related overdose subject to the following requirements:

1. The ORD must be obtained from the Board;
2. The appropriately trained and authorized personnel must comply with the protocol established by an approved Provider; and
3. The appropriately trained and authorized personnel must summon emergency services as soon as is practicable either before or after administering the ORDs.

Employees, volunteers, and contractors who administer ORDs under this Policy must at all times comply with this Policy and all aspects of the protocol for administering ORDs developed by the Provider.

Record Keeping

The Superintendent or designee shall maintain the following records:

1. A current list of each employee, volunteer, and contractor authorized to administer ORDs under this policy. This list shall include the name of the employee, volunteer, or contractor authorized to administer ORDs; the name of the entity or person that authorized the employee, volunteer, or contractor to administer ORDs; the date the person was authorized to administer ORDs; the date the person's authorization to administer ORDs expires, if applicable; and any other information the Superintendent or deems relevant.
2. A copy of each applicable protocol for administering ORDs.
3. Documentation of each occasion on which a Board employee, volunteer, or contractor administers ORDs, which shall include the date and approximate time of administration; the name of the person to whom ORDs was administered; the name of the employee, volunteer, or contractor who administered ORDs; the date and approximate time emergency services were called; any deviations from the protocol developed by the Provider, and any other information that is relevant or required by the Superintendent or designee.

Adopted 3/16/23