

COUNTY OF VENTURA LIBRARY SERVICES AGENCY	POLICY AND PROCEDURE MANUAL		LIBRARY ADMINISTRATION
Originating Agency: VC Health Care Agency	Last Issued 07/01/2024	Revised N/A	Naloxone For Overdose Response
Procedure: VC Library Services Agency			
Forms (if any):			
Policy Change Requires:	[x] Director consultation with HCA - Public Health [x] VCL HR Manager review		
Procedure/Forms Change Requires:	[x] Notification from HCA – Public Health		

PURPOSE To make naloxone readily available for responding to an opioid-related overdose event, for use by trained employees or other person in a position to assist.

DEFINITION(S) **Overdose Rescue Kit:** One white hard case with a kit label that includes expiration date, and inventory tracking number; Kit Contents: Two (2) doses of 4 mg Naloxone nasal spray, one breathing shield, and one instruction card.

Prescriber: Licensed medical personnel authorized to prescribe: Medication Doctors, Doctors of Osteopathic Medicine, Nurse Practitioners and Physician Assistants.

VCL: Ventura County Library

POLICY Trained managers and trained employees can respond to opioid overdose events among clients, visitors, co-workers, and members of the public using the life-saving medication naloxone, in accordance with the Overdose Prevention and Education Project Standing Order dated May 25, 2023, issued by Dr. Uldine Castel of Ventura County Public Health.

Only those trained within VCL can administer the life-saving medication naloxone. Participation of managers and employees is voluntary.

- PROCEDURE**
1. This policy and procedure acts as the required procedure authorizing naloxone overdose rescue kits issued pursuant to Overdose Prevention and Education Project Standing Order dated May 25, 2023, issued by Dr. Uldine Castel of Ventura County Public Health (Attachment).
 2. Storage of the naloxone is NOT subject to agency or departmental policies regarding storage of medications. Kits should be stored in an accessible but secure location, like a first aid kit.
 3. The designated site supervisor will oversee all the requirements pertaining to this policy and program procedure, including calling 911 and incident reporting.
 4. Participating employees will have completed the Ventura County Behavioral Health *Overdose Prevention Response Training* prior to onsite placement of Overdose Rescue Kit(s).
 5. Trained volunteer employees are required to take refresher training every 2 years.
 6. VCL HR will maintain a training log for volunteers to track training compliance.

FORMS	<hr/> Overdose Prevention Program Assurance Form
ATTACHMENT	<hr/> Overdose Prevention and Education Project Standing Order, dated May 25, 2023.
REFERENCE	<hr/> California Statewide Standing Order for Naloxone <hr/>