



Town of Georgia
Library Narcan/Naloxone
Procedure Policy

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1 Purpose

- 1.1.1 To establish how Georgia Public Library will secure Narcan/Naloxone, how it will be stored and maintained, what training and retraining will be provided to staff, and expectations for use. Adoption of this Procedure does not ensure that any person suffering an overdose on library premises will in fact be administered Narcan by library staff.

1.2 Statement of Procedure

- 1.2.1 Georgia Public Library will maintain a supply of Narcan Nasal Spray for emergency response to opioid overdose.
- 1.2.2 Narcan Nasal Spray is used to temporarily reverse the effects of opioid medicines. The medicine in Narcan Nasal Spray has no effect on people who are not taking opioid medicines.
- 1.2.3 The library will secure the Narcan Nasal Spray from the Turning Point Center of Franklin County. The library's Narcan Nasal Spray supply will be stored in the library's first aid kit. This kit is not accessible to the public. The supply will be checked for expiration annually and new supplies will be acquired from Turning Point Center as necessary. It is the director's responsibility to ensure it is not expired.
- 1.2.4 Library staff is not required to administer Narcan Nasal Spray. The decision to receive training and administer Narcan Nasal Spray is a personal one. In order to administer the library's Narcan Nasal Spray library staff need to undergo training. Training on how and when to administer Narcan Nasal Spray will be provided annually for library staff by the Turning Point Center. Library staff is required to attend retraining each year in order to administer the library's Narcan Nasal Spray.

1.3 Overdose Response with Narcan Nasal Spray

- 1.3.1 Call 911 to report that an individual at the library is unconscious and that overdose is suspected.
- 1.3.2 Administer the Narcan Nasal Spray in accordance with the Quick Start Guide (stored in the
- 1.3.3 First Aid Kit with the Narcan Nasal Spray). The signs and symptoms of an opioid emergency can return after Narcan Nasal Spray is given. If this happens, give another dose after 2 to 3 minutes using a new Narcan Nasal Spray and watch the person closely until emergency help is received.
- 1.3.4 This description of response steps is a general overview and does not supersede training which library staff has received. To the extent identification of a suspected overdose victim is necessary in connection with rendering emergency services; library staff may disclose the identity of such individuals to the extent reasonably necessary notwithstanding library policies regarding patron confidentiality.

1.4 Reporting and Documentation of Narcan Nasal Spray Use

- 1.4.1 After a library staff member administers Narcan Nasal Spray it must be reported to the director. The library director will inform the Library Board of Trustees and the Town Manager in the form of a written memo. The written memo should not identify the individual to whom NARCAN is administered. Nothing in this Procedure shall limit the library's enforcement of its policies concerning the use of, or being under the influence of prohibited substances.

1.5 References

- 1.5.1 Quick Start Guide: Opioid Overdose Response Instructions.
<https://www.narcan.com/static/NARCAN-Quick-Start-Guide.pdf>

- 1.5.2 Turning Point Center of Franklin County. <https://turningpointfranklincounty.org/>
- 1.5.3 VTLIB Opioid Overdose Prevention Program Policy and Procedures Recommendations