

School Stock Medication Program

Naloxone Toolkit



SY 2025-26



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Accessing the School Surveillance and Medication Program Web Application

The School Stock Medication Program (SSMP) is an online, voluntary, nurse-assisted management program, primarily used by your school's Medication Program Lead. It is important to note that for management purposes it is preferred ONLY one account may be created for each school. Email the SSMP nursing team for more than one Medication Program Lead.

This web application will allow the Medication Program Lead to:

- ❖ Ensure that all program requirements have been completed
 - At least 2 onsite trained staff
 - Current school year standing order
- ❖ Maintain an up-to-date list of all school personnel who have completed the Naloxone Training
- ❖ Submit documentation regarding the use of stock naloxone
- ❖ Access resources for the school and community

INSTRUCTIONS FOR ACCESSING THE WEB-BASED TRAINING

THE **STOCK NALOXONE TRAINING FOR SCHOOL PERSONNEL** IS ACCESSIBLE THROUGH THE UNIVERSITY OF ARIZONA WESTERN REGION PUBLIC HEALTH TRAINING CENTER. THIS MANDANTORY TRAINING IS SELF-PACED AND MUST BE COMPLETED ANNUALLY.



**“Stock Naloxone Training for School
Personnel” Web-based Training Curriculum
2025 - 2026**

Section 1: Before you begin:

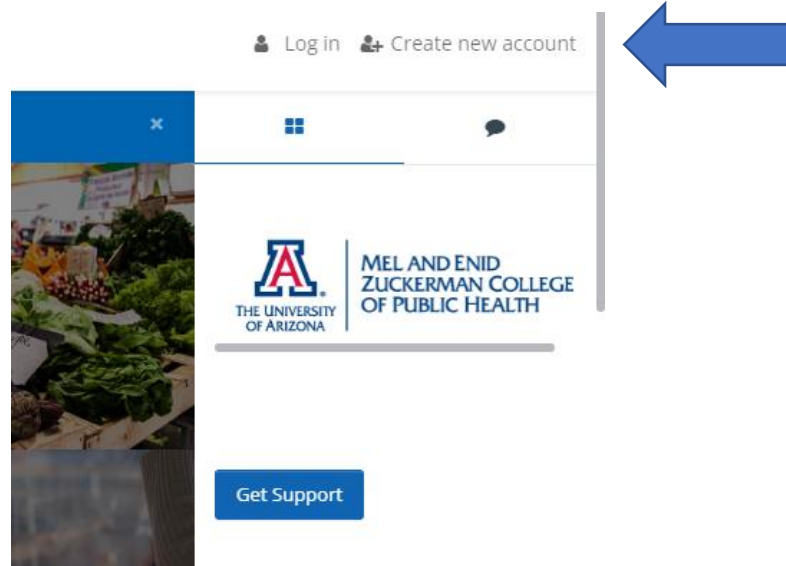
1. Users should enable pop-ups and update Flash Player on their operating system.
 - a. If the training modules do not play properly, it is probably a web browser issue.
 - i. Internet Explorer and Google Chrome is a good browser option to use for this training.
2. If for any reason the training becomes stuck or stops playing, exit completely out of the browser and log back into the training.
3. For any technical issues with the web-based training curriculum, please contact **Erich Healy** via e-mail: erichh@arizona.edu

Section 2: Instructions for new users:

1. To access the web-based training curriculum, use the following link:
<http://moodle.publichealth.arizona.edu>. The link will take you to the Western Regional Public Health Training Center sign on page:



2. Click “**Create New Account**” located at top right of the page.

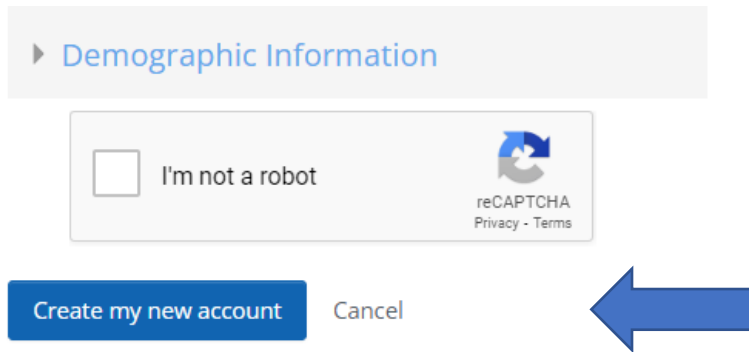


3. Complete the following new account information:

A screenshot of a 'Sign Up' form. The form is titled 'Sign Up' and has a link 'Expand all' to its right. There are four expandable sections, each with a right-pointing arrow and text: 'Choose your username and password', 'More details', 'Occupational Information', and 'Demographic Information'. A large blue arrow points from the right towards the 'Choose your username and password' section. To the right of the form is a white box with a black border containing the text 'Expand to fill in all required information.' Below the sections is a reCAPTCHA checkbox labeled 'I'm not a robot' and a 'Create my new account' button. At the bottom, a message states 'There are required fields in this form marked with a red dot icon.'

*****Remember your username and password. You will use the same username and password for annual recertification and access to your certificates .***

4. After completing the new account information, click on “**Create my new account**” at the bottom:



Demographic Information

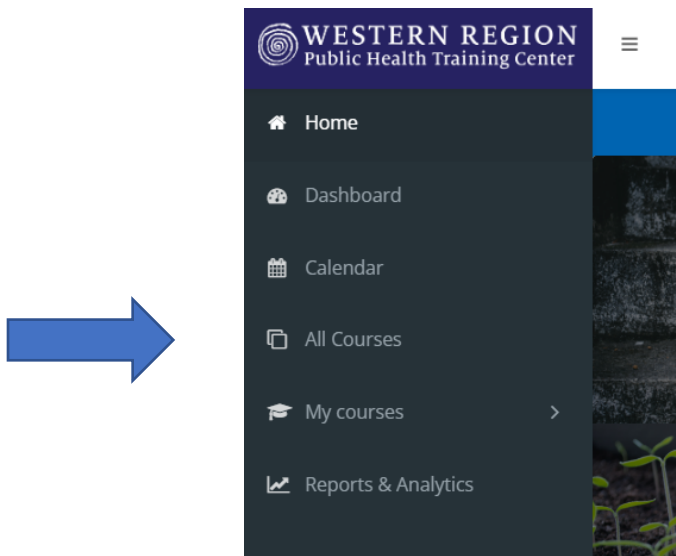
☐ I'm not a robot

reCAPTCHA
Privacy - Terms

Create my new account Cancel

There are required fields in this form marked  .


5. An e-mail will be automatically generated and sent immediately to the email address you provided in the “**Create my new account**” section.
6. Login to you email account to access the registration link. Please note, check the SPAM box if you cannot locate the e-mail.
7. Click on the link provided in the e-mail.
8. Once you have logged in, click on the “**All Courses**” tab.



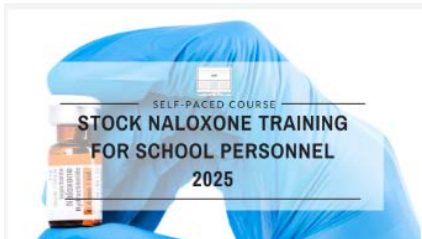
9. In the “**Search courses**” field, at the top of the page, type in “stock inhaler”.

Western Region Public Health Training Center
Home / Courses / Western Region Public Health Training Center

All categories ▼ Sort (none) ▼ Search courses 🔍



10. You will see the search result displayed as below. Click on the link:



SELF-PACED COURSE
**STOCK NALOXONE TRAINING
FOR SCHOOL PERSONNEL
2025**

Stock Naloxone Training for School Personnel 2025

School Health & Child Health

Course SummaryThe purpose of this training is to train both licensed and unlicen...

[View course](#)


11. The Stock Naloxone Inhaler Training for School Personnel navigation page is now displayed. Scroll down to the bottom of the page to “Enrollment Options” and click on “**Enroll me**”:

Enrollment options

▼ [Self enrollment \(Student\)](#)

No enrollment key required.


[Enroll me](#)




12. After confirming you are enrolled in the course, click on “**Training Modules**”. Please note, at this point you should have disabled pop-ups to access the modules.

Training

This module opens in a pop-up window. If you have disabled pop-ups, you may need to enable them temporarily to view the module.

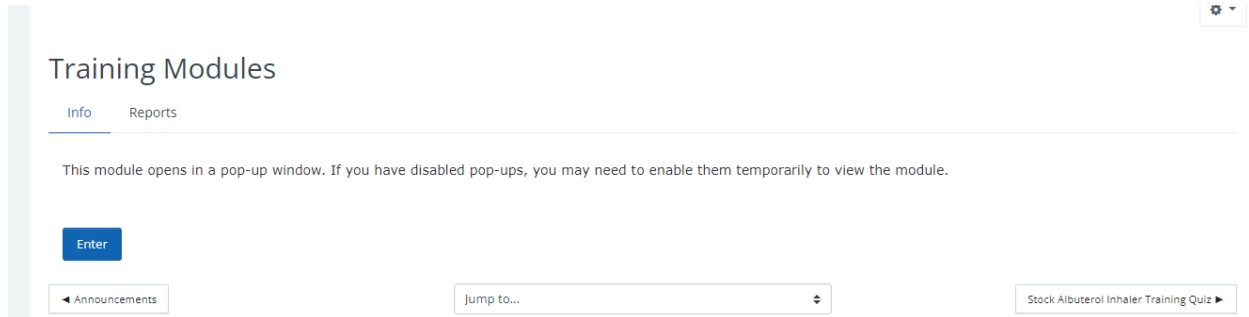
 [Training Modules](#)



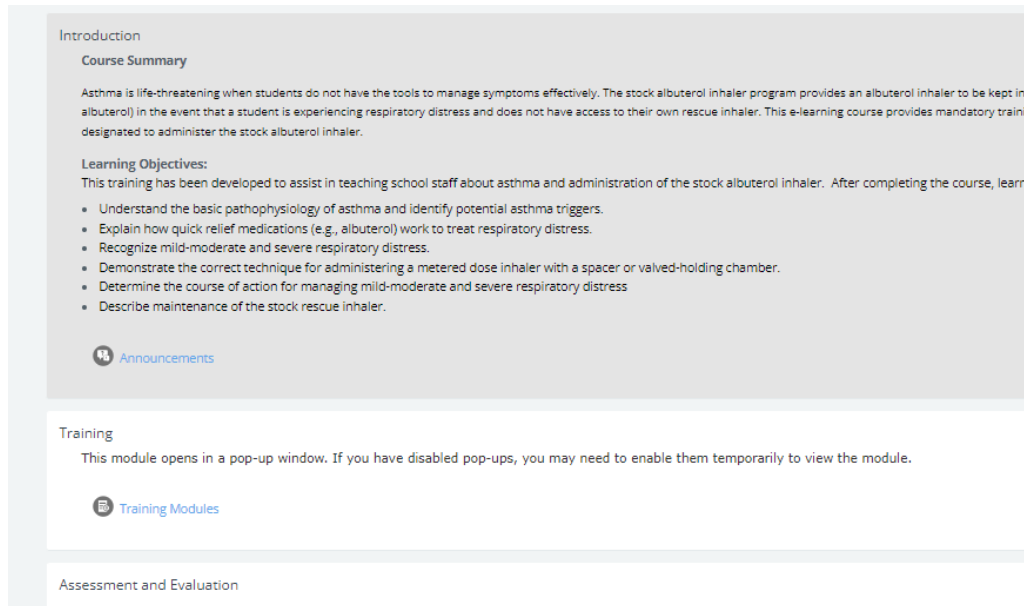
^

✓

13. Congratulations! You have now accessed the Stock Naloxone Training for School Personnel. It should now look like this. Click **“Enter”** to begin the training.



14. After the course has been completed, click **out** of the course window. The course navigation page (displayed below) should be running in the background:



15. Scroll to **“Assessment and Evaluation”** select **“Stock Naloxone Training Quiz”**.




16. Complete the Stock Naloxone Training for School Personnel Quiz and review your score.

Stock Albuterol Inhaler Training for School Personnel 2023-2024

[Home](#) / [My courses](#) / [SHCH115_2023](#) / [Assessment and Evaluation](#) / [Stock Albuterol Inhaler Training Quiz](#) / [Preview](#)

Started on	Thursday, 22 June 2023, 1:40 PM
State	Finished
Completed on	Thursday, 22 June 2023, 1:41 PM
Time taken	44 secs
Marks	5.00/5.00
Grade	10.00 out of 10.00 (100%)



17. Complete the feedback evaluation and get your certificate.



18. This certificate should be uploaded to **School Stock Medication Program (SSMP)** for each trained person at your school. **Please note, if you cannot print the certificate, save it as a PDF and you will need to upload it as a PDF.**
19. Please make sure to save your username and password as they will be needed for update or retrieve your training.

Section 3: Instructions for returning users:

- 1.- This link <https://moodle.publichealth.arizona.edu/> will take you to the Western Regional Public Health Training Center sign on page.
2. Follow the steps #9 - 19 of Instructions for New Users above.

INSTRUCTIONS FOR ACCESSING THE SCHOOL STOCK MEDICATION PROGRAM WEB APPLICATION

THE **SCHOOL STOCK MEDICATION PROGRAM** IS ACCESSIBLE THROUGH THE MARICOPA COUNTY DEPARTMENT OF PUBLIC HEALTH. THIS IS A "ONE-STOP SHOP" FOR IMPLEMENTING A STOCK MEDICATION PROGRAM AT YOUR SCHOOL.



New Users

IMPORTANT: Only 1 account can be created for each school. It is recommended that the Medication Program Lead create and maintain the SSMP account information.

Step 1: Go to <https://ssmp.maricopa.gov/Account/Login>. Click "Create Account".



Department of Public Health
SSMP
School Surveillance and Medication Program

Login

Navigate the School Stock Albuterol Program (coming soon)
Navigate the School Stock Epinephrine Program (coming soon)

User Name

[forgot username?](#)

Password

[forgot password?](#)

Submit

New User? [Create Account](#)

Click "Create Account"



Maricopa County | Department of Public Health | 4041 N Central Ave Suite 600 | Phoenix, Arizona 85003 | Phone 602-506-3011

Step 2: Complete all the required fields. For the Stock Naloxone Program, check the "Medication Program Entry (Albuterol & Epinephrine & Naloxone)" box. Click the box to "✓" and confirm you are not a robot. Then click "Submit".

Create New Account

All fields are required.

New accounts must be approved by the SSMP program administrator.
You will be notified by email once your account has been approved and enabled.

User Name

Password

Confirm Password

First

Last

Work Email

Work Phone

Title

Select your district/organization to filter schools and add at least one school.

District/Organization

--select one--

← Delete

School

--select district to filter--

→ Add

Can't find your school? Contact StockMedications@maricopa.gov or 602-372-2616 for assistance.

Requested Permission (choose one or both programs to enroll):

☐ Medication Program Entry (Albuterol, Epinephrine & Naloxone)

☐ Surveillance Data Entry (Absences and Enrollment)

☐ I'm not a robot

Submit

Click this box for the Stock Naloxone Program

Click check box to confirm you are not a robot

Click "Submit" to create an account

Step 3: After you hit submit, you will receive a notification and email stating your account has been submitted for approval. Once your account has been approved, you will receive any email confirming your account approval.



Department of Public Health
SSMP
School Surveillance and Medication Program

Account Pending

Account Submitted for Approval

New accounts must be approved by a program administrator and assigned to at least one school. You will be notified by email once your account has been approved and enabled.

If you have any questions, please email us at StockMedications@maricopa.gov.



Maricopa County | Department of Public Health | 4041 N Central Ave Suite 600 | Phoenix, Arizona 85003 | Phone 602-506-3011

Account Created - awaiting approval

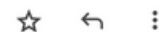
External

Inbox x



noreply_SSMP@maricopa.gov

12:03 PM (0 minutes ago)



to me ▾

An account has been created for user: **KRF** for the [School Surveillance and Medication Program](#).

Your account will be reviewed by site administrators. You will be notified by email once your site is approved.

↩ Reply

➦ Forward



[EXT]Account Approved

Inbox x



noreply_SSMP@maricopa.gov

Fri, May 7, 12:02 PM (2 days ago)



to me ▾

External Email

The account for user: **KRFoutreach** has been approved for the [School Surveillance and Medication Program](#).

You may now log in and begin entering information.

↩ Reply

➦ Forward

Returning Users

Step 1: Go to <https://ssmp.maricopa.gov/Account/Login>. Enter your username and password. Click "Submit".



Department of Public Health
SSMP
School Surveillance and Medication Program

Login

Navigate the School Stock Albuterol Program (coming soon)
Navigate the School Stock Epinephrine Program (coming soon)

User Name

forgot username?

Password

forgot password?

Submit

Enter username and password, the click "Submit"

New User? [Create Account](#)



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Step 2: Once you login it will bring you to the 'My School' page. Here you can review and edit your school's information to ensure it is up-to-date. This will be the primary page that you will use to enter and upload all the required information to obtain a stock naloxone prescription for your school.



Department of Public Health
SSMP
School Surveillance and Medication Program

Welcome, PUBLIC! Role: User
[Log Off](#)

[My School](#) [Resources](#) [Help/FAQ](#)

My School

PHN

School Address

Street

4041 N Central Ave Ste. 600

City

Phoenix

State

AZ

Zip

85012

Medication Program Lead

Name

Title

Work Phone

Work Email

Fax

Type

Type

(Undefined)

Affiliation

(Undefined)

Options (for School Surveillance Admin Only)

Is Active:

No

Is On Distribution List:

No

Trained Staff

Standing Orders

Documentation Logs

Trained Staff

Instructions for Accessing Stock Albuterol Inhaler Online Training

Instructions for Accessing Stock Epinephrine Online Training

Instructions for Accessing Stock Naloxone Online Training

Stock Albuterol Inhaler Protocol & Action Plan

Stock Epinephrine Protocol & Action Plan

Stock Naloxone Inhaler Protocol & Action Plan

Print List

Add Staff Member

Name	Title	Email	Phone	Alt Proof	Epi Proof	Nal Proof

Adding & Editing Trained Staff Members

Step 1: On the "My School" page, click on the "Trained Staff" tab. If staff information is already available, you can edit their information by clicking on the "pencil" icon. Click on the "Add Staff Member" button to add new staff information.

IMPORTANT: Participation in the Stock Naloxone Program requires at least 2 onsite school personnel. It is highly recommended that all staff participate.

Trained Staff | Standing Orders | Documentation Logs

Trained Staff

- Instructions for Accessing Stock Albuterol Inhaler Online Training
- Instructions for Accessing Stock Epinephrine Online Training
- Instructions for Accessing Stock Naloxone Online Training

- Stock Albuterol Inhaler Protocol & Action Plan
- Stock Epinephrine Protocol & Action Plan
- Stock Naloxone Inhaler Protocol & Action Plan

Print List | + Add Staff Member

Name	Title	Email	Phone	Alb Proof	Epi Proof	Nal Proof
No items to display						

Page 0 of 0

Step 2: When you click "Add Staff Member", a new box will appear. Enter information for the trained staff member. Click "Submit" when done.

IMPORTANT: A copy of the individual's "Certificate of Completion" MUST be renewed and uploaded every year.

Trained Staff

First: Work Email:

Last: Work Phone:

Title:

Albuterol Training Proof

Select file... Expires:

Epinephrine Training Proof

Select file... Expires:

Naloxone Training Proof

Select file... Expires:

Delete Cancel Submit

Step 3: After clicking "Submit", you will return to the "My School" page.

Submitting a Standing Order

Step 1: On the "My School" page, click on the "Standing Orders" tab. For the Stock Naloxone Program, click "Add New" located above the right-hand box for Naloxone

The screenshot shows the 'Standing Orders' tab with three sections: Albuterol, Epinephrine, and Naloxone. Each section has a table with columns 'Requested', 'Requestor', and 'Status'. The 'Naloxone' section is highlighted with a red circle, and the 'Add New' button is circled in red. A red arrow points to the 'Add New' button with the text 'Click "Add New"'.

Step 2: A new box will appear labeled Naloxone Standing Order Request Form. Complete all the fields. Red notifications mean that you are missing a required document or is pending approval. Green notifications mean that you are good to go. Once done, click "Submit".

REMEMBER: Participation in the Stock Naloxone Program requires at least 2 school personnel.

The screenshot shows the 'Naloxone Standing Order Request Form'. The form includes fields for School, Requestor (First Name, Last Name, Work Email, Title), Approver (First Name, Last Name, Work Email, Title), and Trained Staff. A red arrow points to the 'Requestor Title' field with the text 'Complete all fields'. Another red arrow points to the 'Trained Staff' table with the text 'Make sure you have two Trained Staff members'. A red arrow points to the 'Submit' button with the text 'Click "Submit" when done.'.

Step 3: After you click “Submit”, you will receive an email stating your request is pending approval.

Step 4: Once the request is submitted,

Public Health Nurse (PHN) will email the district/ organization approver, and cc the medication program lead, to obtain email confirmation acknowledging the Stock Naloxone Program being utilized in the school. A simple email response with YES will suffice.

Step 5: Once your request has been approved, the PHN will email you regarding the delivery of the naloxone.

Note: if you are not in Maricopa County, the PHN will provide the medication program lead with the county's naloxone contact information for delivery.

Submitting Stock Naloxone Documentation

Step 1: On the "My School" page, click on the "Documentation Logs" tab. Each time stock naloxone is administered, documentation MUST be submitted. Click "Add New".

Documentation Logs

Any time albuterol, epinephrine or naloxone is administered, a documentation log must be filled out.

Albuterol Post Incident Follow Up Letter - English
Albuterol Post Incident Follow Up Letter - Spanish

Albuterol

+ Add New

Administered	By	Doses

Page 0 of 0 No items to display

Epinephrine

+ Add New

Administered	By	Doses

Page 0 of 0 No items to display

Naloxone

+ Add New

Administered	By	Doses

Page 0 of 0 No items to display

Click "Add New"

Step 2: A new box will appear labeled Stock Naloxone Documentation Log. Complete all the fields. Once done, click "Submit". **All naloxone documentation is completely confidential according to HIPAA and FERPA.**

Step 3: Email PHN for Naloxone refill. **Reminder:** Use Naloxone Resources found on SSMP Resources Page for follow up with student/family.

Stock Naloxone Documentation Log

School

School Name: PHN

Individual Injected

Age: Gender: --select one-- Legal Guardian Contacted?: --select one--

Reason why legal guardian not contacted:

Individual Administering Injection

Trained Staff Name: --select one--

Direct Phone: Email:

Drug Administration

Number of doses:

Date/Time 1st Dose Administered:

Date/Time 2nd Dose Administered (if applicable):

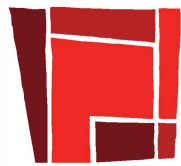
Reasons for drug administration

Describe any problems with the drug administration

Click "Submit" when done.

10

Cancel Submit



ARIZONA DEPARTMENT OF HEALTH SERVICES

STANDING ORDERS FOR NALOXONE

This standing order is issued by Dr. Lisa Villarroel, MD MPH (NPI #1598085896), Chief Medical Officer of Public Health Services at the Arizona Department of Health Services. The standing order authorizes any Arizona-licensed pharmacist to dispense naloxone to any individual in accordance with the conditions of this order.

Note: ADHS will update standing order every SY, go to your SSMP Resource Page for update

<input checked="" type="checkbox"/>	For intranasal administration <u>Dispense:</u> NARCAN™ 4mg/0.1mL nasal spray <u>Sig:</u> For suspected opioid overdose, administer a single spray of Narcan in one nostril. Repeat after 3 minutes if no or minimal response. <u>Refills:</u> PRN x 1 year
<input type="checkbox"/>	For intramuscular injection <u>Disp:</u> 0.4mg/mL in 1mL single dose vials. Include one 3cc, 23g, 1" syringe per dose dispensed. <u>Sig:</u> For suspected opioid overdose, inject 1mL IM in shoulder or thigh, PRN opioid overdose. Repeat after 3 minutes if no or minimal response. <u>Refills:</u> PRN x 1 year
<input type="checkbox"/>	Other FDA approved medication for the reversal of opioid overdose <u>Refills:</u> PRN x 1 year

Lisa Villarroel, MD MPH, Chief Medical Officer of Public Health Services,
ADHS Signed 8/23/23, expires 8/22/25

Katie Hobbs | Governor Jennifer Cunico | Acting Director

Signs of an Overdose

B
BREATHING Breathing is shallow, gurgling, erratic, or completely absent

L
LIPS Lips and fingertips are blue due to decreased oxygen throughout the body

U
UNRESPONSIVE The victim will not respond to verbal or physical stimuli

E
EYES Pupils are pinpoint

Arizona's **Good Samaritan Law** protects those giving emergency medical care at the scene of a medical emergency, including giving naloxone.

How to Respond to an Opioid Overdose

1. Try to wake up the person
2. **CALL 911 and GIVE NALOXONE**
3. Rescue breathing or chest compressions
4. **STAY** with person until EMS arrives
5. Be prepared to administer additional doses if needed

1—Remove naloxone nasal spray from the box.

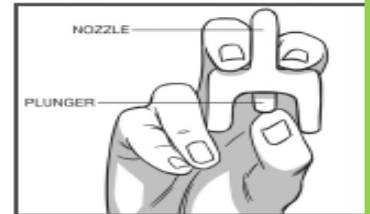
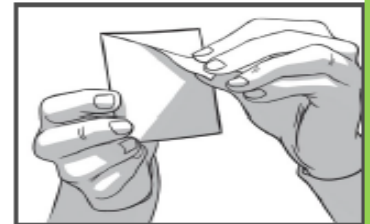
2—Peel back the tab with the circle to open the naloxone nasal spray.

3—Hold the naloxone nasal spray with your thumb on the bottom of the plunger and your first and middle fingers on either side of the nozzle.

4—DO NOT PRIME OR TEST THE SPRAY DEVICE. 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.

5—Press the plunger firmly to give the dose. Remove the spray device from the nostril.

6—If no reaction in 2-3 minutes or if person stops breathing again, give the second dose of naloxone in the OTHER nostril using a NEW spray device.



SSMP Naloxone Protocol and Action Plan

Post-Incident Documentation

This protocol is intended for use by trained personnel to respond to opioid overdose.

Possible signs/symptoms of opioid overdose may include **ANY** of the following symptoms:

- *Breathing is absent, breathing is slow or shallow, gurgling, or erratic, slow heartbeat/pulse, unresponsive, unable to wake with verbal or physical stimuli (shaking, yelling, sternal rub, etc.) deep sleep, deep snoring, gurgling or choking sounds, clammy sweaty skin, vomiting, tremors, pale, blue, gray lips, fingernails, and/or pinpoint pupils.*

STEPS FOR POST-INCIDENT DOCUMENTATION & FOLLOW UP:

1. Document the incident in the Naloxone Documentation Log found on the School Stock & Medication Program (SSMP) within 24 hours of incident.
2. Follow-up with the health office staff/ school nurse and/or principal/administration per school policies.
3. Follow-up with parent/guardian/family with the SSMP Naloxone Resources found on your SSMP school account.
4. Consider a plan of care for the student's or staff member's safe return to school.

I. SSMP Medication Storage & Administration Guidelines for Stock Naloxone Administration

Pursuant to [A.R.S. § 36-2267](#), a person may administer an opioid antagonist, that is prescribed or dispensed pursuant to section [32-1979](#) or [36-2266](#) in accordance with the protocol specified by the physician, nurse practitioner, pharmacist or other health professional or that is received from the county health department pursuant to section [36-192](#) a person who is experiencing an opioid-related overdose.

The statute further states,

“A person who does this in good faith and without compensation is not liable for any civil or other damages as the result of the act” (AZDHS, 2022).

A designated school employee, the School Stock Medication Program (SSMP) Program Lead, who has completed the required training is responsible for the storage, maintenance, control, and general oversight of the stock naloxone acquired by the school.

a. Storage and Location of Stock Naloxone

The stock emergency naloxone should be stored according to manufacturer’s recommendations. It is important to monitor the expiration date of the product. Replace before the expiration date or when the medication has been administered or wasted. A daily tracking log will be useful.

Accessibility and the safety of the students are of utmost importance when making a decision related to storage location. The emergency stock naloxone should be stored and monitored by the designated and trained school personnel, the SSMP schools’ Program Lead:

- In compliance with manufacture’s recommendations for handling and storage of medication
- Store naloxone nasal spray in the blister and cartons provided. With optimal temperature between 68° -77°F, with an acceptable range of 59°-86°F. Short trips are permitted between 41°F - 104°F. Do not freeze or expose to excessive heat above 104°F.
 - Keep the naloxone covered and protected from direct light
 - During school breaks and summer vacation, keep stock naloxone at optimal temperature. Be aware of AZ high temperatures in the efficacy of the medication
- Keep in an unlocked, clearly marked, and accessible location in the health office or designated office.

Other storage locations may be necessary for large campuses, with consideration of

- age and developmental stage of the students

- size of school and building infrastructure
- accessibility to additional school personnel for help

To allow for rapid retrieval and use, the stock naloxone should **NOT** be locked

c. Procedures for the administration of Naloxone Nasal Spray

All school districts, charter schools and private schools shall adopt procedures for the emergency administration of naloxone nasal spray by designated trained personnel.

Procedures shall address, at a minimum, the following:

Procedures: 4 R's: R ecognize, R espond, R everse, R efer

1. Recognize:

- Observe signs and symptoms
- Suspected or confirmed opioid overdose consists of respiratory depression and unresponsiveness
- B.L.U.E.
 - B – Breathing is shallow, gurgling, erratic, or absent
 - L – Lips and fingertips are blue due to decreased oxygen throughout the body
 - U – Unresponsive to verbal or physical stimuli
 - E – Eyes – Pinpoint pupils
- History of Use
- Report of use by bystanders
- Nearby medications, illicit drugs, or drug paraphernalia

2. Respond:

- Immediately CALL 911 (may delegate) Opioid overdose is suspected.
Request advanced life support.
Call administrator and parents (delegate)
- Instruct someone to GET NALOXONE
- Never leave the person alone. Perform rescue breathing/CPR, if needed

3. Reverse:

- Give Naloxone (Narcan)
 - Open Package
 - Remove foil backing
 - Hold the NARCAN nasal spray with your thumb on the bottom and the plunger and your first and middle fingers on either side of the nozzle.
 - Tilt the head back and insert in Victim's nose until your fingers are against the bottom of the person's nose

- v. Depress the plunger on the underside
 - vi. Remove the Narcan spray from the nostril
 - vii. Note time given
- b. REPEAT dose, with a new naloxone nasal spray in the other nostril every 2-3 minutes until the person responds or emergency medical help arrives.
 - c. Put person in recovery position (lying on their side) keep stable
 - d. STAY with the person until EMS arrives

4. Refer:

- Victim should be transported to the nearest medical facility, even if symptoms seem to get better
- Assure that parents/guardian have been notified and advised to promptly alert student's primary care physician of the incident
- Complete documentation of the incident on the SSMP School Naloxone Documentation Log
 - Individual who administered the naloxone
 - the rationale for administering the naloxone
 - the approximate time of the administration of naloxone(s)
 - notifications made to
 - school administration
 - emergency responders
 - student's parents/guardians
- Ordering replacement dose(s) of naloxone
- Follow up with the treatment referral recommendations. Resources can be found on the SSMP Resource tab or call your local county for assistance.
- Review incident involving emergency administration of naloxone to determine the adequacy of response

d. Training and Program Oversight

Each school district, charter school and private school shall designate at least two onsite school personnel to receive annual training in the proper administration of naloxone in cases of suspected opioid overdose pursuant to standing order. While each school is required to have at least two trained personnel to implement the stock naloxone policies, schools are highly recommended to train as many school personnel as they consider necessary.

Training in the administration of naloxone shall be:

- Include at a minimum, procedures to follow when responding to a suspected opioid overdose, including recognition, direction regarding summoning appropriate emergency care, administration and documenting, tracking, and reporting of the event.

- Include standards and procedures for acquiring a supply of at least two naloxone(s), restocking naloxone upon use or expiration, and storing naloxone at room temperature and in secure, easily accessible locations on school sites.
- Shall be conducted by a nationally recognized organization that is experienced in training laypersons in emergency health treatment or an entity or individual approved by the department. Training may be conducted online or in person whose competencies include the recognition of opioid overdose symptoms and procedures to follow when opioid overdose occurs
- Maintain and make available upon request a list of those school personnel authorized and trained to administer naloxone pursuant to a standing order.

In addition, each school district, charter, and private schools' onsite personnel is recommended to receive an annual training on the *recognition* of an opioid overdose symptoms and procedures to follow and an opioid overdose occurs.

General oversight should include:

A designated employee, the SSMP School Program Lead, who has completed the required training is responsible for the storage, maintenance, control, and general oversight of stock naloxone by the school.

- Provide and implement policies and procedures for administration of the stock naloxone according to the SSMP Stock Emergency Naloxone Protocol & Action Plan and the SSMP Medication Administration Naloxone Procedures and Guidelines.
- Ensure that the policies and procedures are appropriately implemented
- Monitor the completion of all required training on an annual basis
- Maintain and make available upon request a list of those school personnel authorized and trained to naloxone pursuant to the standing order
- Notification of any changes of school staff and/or school location to the SSMP StockMedications@maricopa.gov
- Maintain procedures for requesting a standing order and the prescription for naloxone
- Acquire and stock a supply of naloxone pursuant to a standing order prescription
- Storage of stock naloxone, appropriate location, optimal temperature, and monitor expiration dates
- Provide steps for Post-Incident Documentation according to the SSMP Stock Naloxone Protocol and Action Plan
- Naloxone has no effect or side effects if administered to someone who has no opioids in their system.
- Naloxone typically wears off in 30-90 minutes and the person can begin experiencing overdose symptoms again, this is why 9-1-1 must be called and the person transported to a medical center.

II. Legal Considerations A.R.S. § 36-2266

Immune from Civil Liability

A. A person may administer an opioid antagonist that is prescribed or dispensed pursuant to section 32-1979 or 36-2266 in accordance with the protocol specified by the physician, nurse practitioner, pharmacist, or other health professional or that is received from a county health department pursuant to section 36-192 to a person who is experiencing an opioid-related overdose.

B. A person who in good faith and without compensation administers an opioid antagonist to a person who is experiencing an opioid-related overdose is not liable for any civil or other damages as the result of any act or omission by the person rendering the care or as the result of any act or failure to act to arrange for further medical treatment or care for the person experiencing the overdose, unless the person while rendering the care acts with gross negligence, wilful misconduct or intentional wrongdoing.

C. For the purposes of this section, "person" includes an employee of a school district or charter school who is acting in the person's official capacity.

III. Emergency Stock Naloxone Treatment and Considerations R9-4-601

What is Opioid Overdose?

Definitions: The following definitions are applicable to this rule:

1. "Opioid overdose" means respiratory depression, slowing heart rate, or unconsciousness or mental confusion caused by a administration, including self-administration, of an opioid to an individual.
2. "Naloxone" means a specific opioid antagonist that has been used since 1971 to block the effects of an opioid in an individual.
3. "Standing order" means a prescription protocol or instructions issued by a physician pursuant to title 32, chapter 13 or 17, or a nurse practitioner licensed pursuant to title 32, chapter 15 for Naloxone Hydrochloride or any other opioid antagonist that is approved by the FDA.

Example Standard Procedures and Protocols for Emergency Use

Opioid overdose occurs when a person takes too many opioids, passes out and has no or very slow breathing. Opioid overdose refers to a collection of symptoms affecting multiple systems in the body.

Naloxone is the drug of choice for treatment of opioid overdose and should be given as soon as possible at the onset of symptoms. It is a life-saving medication that can reverse an overdose from opioids-including heroin, fentanyl, and prescriptions opioid medications when given in time. Trained personnel should immediately begin the implementation of the SSMP Protocol and Action Plan adopted by the school district or charter school for treatment of opioid overdose.

Naloxone is a fast-acting drug that can reverse opioid overdose and restore normal breathing within 2-3 minutes.² Additional doses of naloxone may be needed for larger quantities of opioids or more potent opioids, like fentanyl. If the person who has overdosed remains unresponsive, keep giving additional doses (if available) until they're alert or until emergency assistance arrives

Signs and Symptoms of Opioid Overdose:

- Apnea (not breathing)
- Slow or shallow breathing (less than 1 breath every 5 seconds)
- Unresponsive, unable to wake up with physical or verbal stimuli (such as shaking, yelling, sternal rub, etc.)
- Heavy nodding, deep sleep
- Deep snoring, gurgling, or choking sounds
- Pale, blue, or gray lips, fingernails, or skin
- Clammy, sweaty skin, or vomiting or tremors
- Slow heartbeat/pulse
- Pinpoint Pupils <3mm

Context Clues:

- Presenting symptoms
- History
- Bystander report
- School Nurse or staff prior knowledge of person
- Nearby medications, illicit drugs, or drug paraphernalia

Procedures should address at minimum the following requirements:

If opioid overdose is suspected,

DO NOT LEAVE THE INDIVIDUAL UNATTENDED

1. Determine if symptoms indicate possible opioid overdose

2. Initiate Emergency Response Plan/Team
3. Call 911 designate a person if possible and request advanced life support
4. Obtain naloxone from the school stock supply to administer to the person
5. Administer a single spray of naloxone in one nostril while the person lays on their back
6. Stay with person and observe for changes until EMS arrives
 - a. Maintain airway, monitor circulation, start CPR as necessary
 - b. Do not have individual rise to upright position
 - c. Maintain in recovery position if breathing, (side-lying and head to side). If difficulty breathing, place sitting
 - d. Be alert for possible vomiting, diarrhea, and agitation
 - e. Comfort them, withdrawal can be unpleasant
7. Even if the person improves after receiving naloxone, breathing returns, pulse present and skin tone improving, consciousness improves and individual becomes more alert, he/she still needs to be taken for urgent medical evaluation
8. Give the second dose of naloxone in the other nostril using a new spray device after 3 minutes, if no or minimal response, no improvement, if symptoms worsen, still unconscious, and EMS has not arrived. Keep giving additional doses (if available) until they're alert or until emergency assistance has arrived.
9. Inform emergency responders about the incident, reasons for administration and the person's response to naloxone
10. Follow your school's Emergency Response Plan in notifying parent/guardian
 - a. Advise parent/guardian/family to promptly alert their primary care physician of the incident
 - b. Encourage individuals to seek treatment
11. Complete all SSMP post-incident reporting with follow up plan on the naloxone documentation log.
(Found on your schools' SSMP documentation log and resource tab) within 24 hours of incident)
12. Order replacement dose(s) of Naloxone
13. Evaluate + Support, debrief with staff and evaluate the Emergency Response Plan to review and make any revisions to your school's plan of action

SSMP Stock Naloxone Document Log DRAFT ONLY
To document on your schools SSMP documentation log

School Name: _____

Individual Receiving Naloxone

Age: _____ Gender: ☐ Male ☐ Female ☐ Other

Legal Guardian Contacted? ☐ Yes ☐ No, explain why _____

Individual Administering Naloxone

Trained staff's name: _____

Direct phone: _____ Email: _____

Drug Administration

Number of doses: _____

Date/Time 1st dose administered: _____

Date/Time 2nd dose administered (if applicable): _____

Reasons for drug administration: _____

Describe any problem with the drug administration: _____

EMS Response

Was the person transported via EMS? ☐ Yes ☐ No, explain why _____

Time 9-1-1 called _____ ☐ a.m. _____ ☐ p.m. Time EMS arrived _____ ☐ a.m. _____ ☐ p.m.

EMS Agency Name: _____

Hospital individual was transported to _____

Follow Up Plan

Describe the follow-up plan and additional resources provided to the individual and/or family members following the incident: _____

Reminder: submit this form to your school's SSMP account within 24 hours of incident
Rev 6/2023

NARCAN[®] (naloxone HCl) **NASAL SPRAY**

QUICK START GUIDE

Opioid Overdose Response Instructions

Use NARCAN Nasal Spray (naloxone hydrochloride) for known or suspected opioid overdose in adults and children.

Important: For use in the nose only.

Do not remove or test the NARCAN Nasal Spray until ready to use.

1 Identify Opioid Overdose and Check for Response

Ask person if he or she is okay and shout name.

Shake shoulders and firmly rub the middle of their chest.

Check for signs of opioid overdose:

- Will not wake up or respond to your voice or touch
- Breathing is very slow, irregular, or has stopped
- Center part of their eye is very small, sometimes called “pinpoint pupils”

Lay the person on their back to receive a dose of NARCAN Nasal Spray.



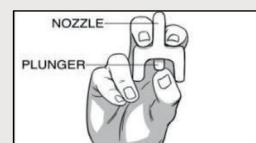
2 Give NARCAN Nasal Spray

Remove NARCAN Nasal Spray from the box.

Peel back the tab with the circle to open the NARCAN Nasal Spray.



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.



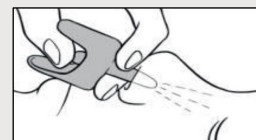
Gently insert the tip of the nozzle into either nostril.

- 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.



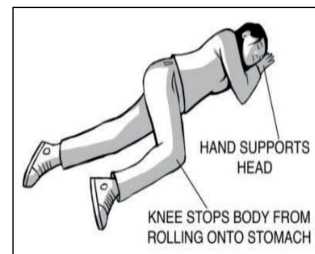
Get emergency medical help right away.

Move the person on their side (recovery position)

after giving NARCAN Nasal Spray.

Watch the person closely.

If the person does not respond by waking up, to voice or touch, or breathing normally another dose may be given. NARCAN Nasal Spray may be dosed every 2 to 3 minutes, if available.



Repeat Step 2 using a new NARCAN Nasal Spray to give another dose in the other nostril. If additional NARCAN Nasal Sprays are available, repeat step 2 every 2 to 3 minutes until the person responds or emergency medical help is received.

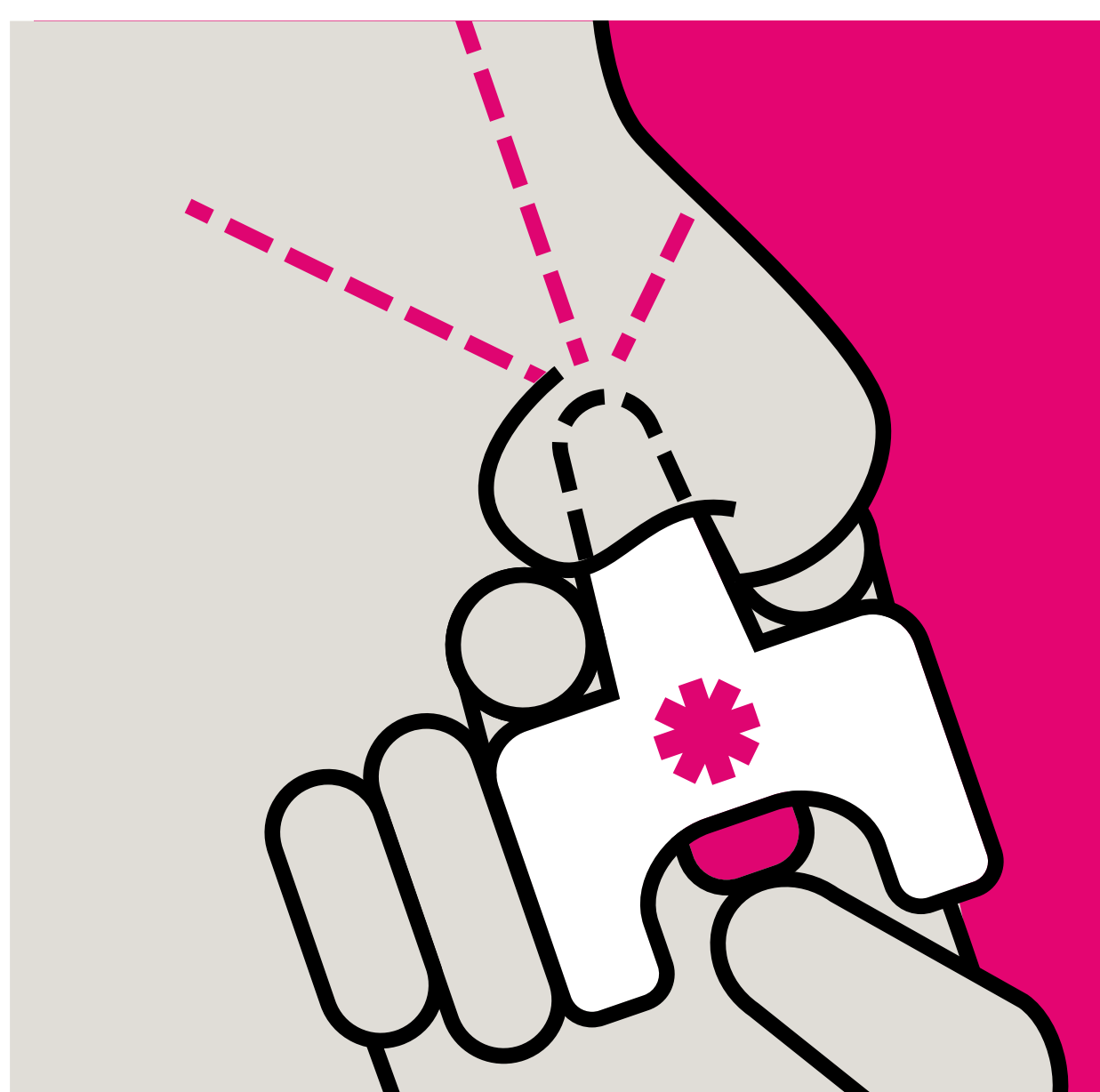
For more information about NARCAN Nasal Spray, go to www.narcannasalspray.com, or call 1-844-4NARCAN (1-844-462-7226). 22

WHAT TO DO IN CASE OF A SUSPECTED OPIOID EMERGENCY



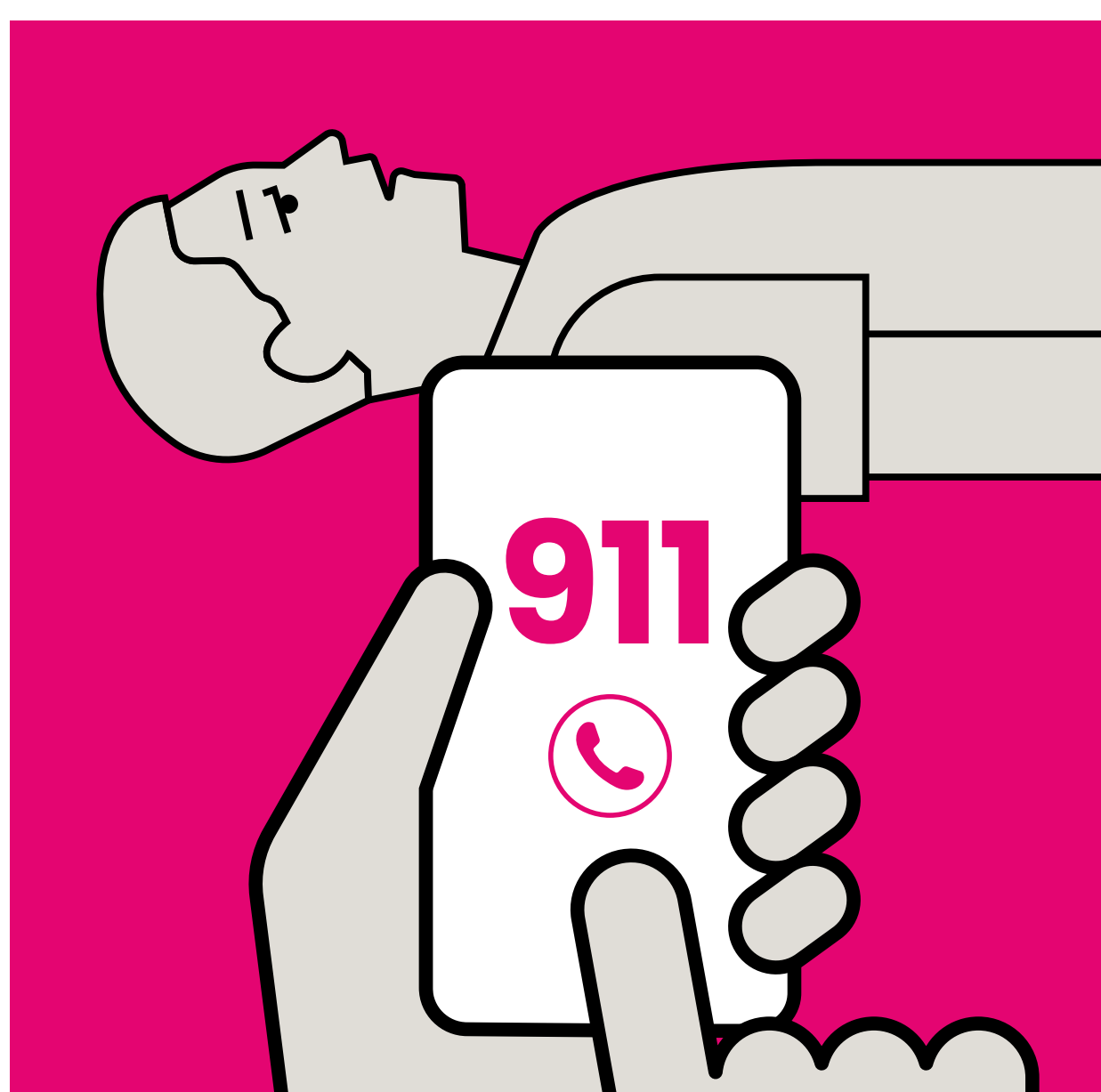
LAY

- **Check for slowed breathing or unresponsiveness.**
- Lay the person on their back and tilt the head up.



SPRAY

- **Insert device into either nostril** and press plunger firmly.



STAY

- **Call 911 immediately** and continue to administer doses as needed.

SCAN TO
LEARN MORE



Ariz. Rev. Stat. § 36-2267

Section 36-2267 - Administration of opioid antagonist; exemption from civil liability; definition

A. A person may administer an opioid antagonist that is prescribed or dispensed pursuant to section 32-1979 or 36-2266 in accordance with the protocol specified by the physician, nurse practitioner, pharmacist or other health professional or that is received from a county health department pursuant to section 36-192 to a person who is experiencing an opioid-related overdose.

B. A person who in good faith and without compensation administers an opioid antagonist to a person who is experiencing an opioid-related overdose is not liable for any civil or other damages as the result of any act or omission by the person rendering the care or as the result of any act or failure to act to arrange for further medical treatment or care for the person experiencing the overdose, unless the person while rendering the care acts with gross negligence, wilful misconduct or intentional wrongdoing.

C. For the purposes of this section, "person" includes an employee of a school district or charter school who is acting in the person's official capacity.

A.R.S. § 36-2267

Amended by L. 2018, ch. 1, s. 36, eff. 8/3/2018.

Added by L. 2016, ch. 212, s. 7, eff. 8/5/2016.

Ariz. Rev. Stat. § 36-2266

Section 36-2266 - Prescribing and dispensing; immunity; definition

A. A physician who is licensed pursuant to title 32, chapter 13 or 17, a nurse practitioner licensed pursuant to title 32, chapter 15 and authorized by law to prescribe drugs or any other health professional who has prescribing authority and who is acting within the health professional's scope of practice may prescribe or dispense, directly or by a standing order, naloxone hydrochloride or any other opioid antagonist that is approved by the United States food and drug administration for use according to the protocol specified by the physician, nurse practitioner or other health professional to a person who is at risk of experiencing an opioid-related overdose, to a family member of that person, to a community organization that provides services to persons who are at risk of an opioid-related overdose or to any other person who is in a position to assist a person who is at risk of experiencing an opioid-related overdose.

B. A physician, nurse practitioner or other health professional who prescribes or dispenses naloxone hydrochloride or any other opioid antagonist pursuant to subsection A of this section shall instruct the individual to whom the opioid antagonist is dispensed to summon emergency services as soon as practicable, either before or after administering the opioid antagonist.

C. Except in cases of gross negligence, wilful misconduct or intentional wrongdoing, a physician, nurse practitioner or other health professional who in good faith prescribes or dispenses an opioid antagonist pursuant to subsection A of this section is immune from professional liability and criminal prosecution for any decision made, act or omission or injury that results from that act if the physician, nurse practitioner or other health professional acts with reasonable care and in good faith .

D. For the purposes of this section, "person" includes an employee of a school district or charter school who is acting in the person's official capacity.

A.R.S. § 36-2266

Amended by L. 2017, ch. 234,s. 4, eff. 8/9/2017.

Added by L. 2016, ch. 212,s. 7, eff. 8/5/2016.