

	Houston Independent School District Police Department Directives	DIRECTIVE: 450-013
		EFFECTIVE DATE: November 11, 2019
SUBJECT: Use of Narcan		REVISED DATE: January 14, 2023

PURPOSE

The purpose of this directive is to establish policies and guidelines for using NARCAN by the Houston Independent School District Police department to treat students, employees, or citizens suffering from apparent opioid exposure. This directive applies to all Houston Independent School District Police Department personnel.

POLICY

HISD employees shall provide emergency assistance to anyone who appears or is believed to be suffering from an opioid-related overdose or any other opioid-related exposure. All personnel administering this emergency assistance shall also ensure their safety.

Texas Health and Safety Code, Section 483.106: “Administration of Opioid Antagonist,” states: *“A person who, acting in good faith and with reasonable care, administers or does not administer an opioid antagonist to another person whom the person believes is suffering an opioid-related overdose is not subject to criminal prosecution, sanction under any professional licensing statute, or civil liability, for an act or omission resulting from the administration of or failure to administer the opioid antagonist.”*

Emergency service personnel are authorized to administer an opioid antagonist to someone who appears to be suffering an opioid-related drug overdose, as clinically indicated.

PROCEDURES

In the event of a possible opioid exposure or overdose to an employee or other citizen, personnel trained in the use of Narcan may administer Narcan in accordance with their training. After treatment, the employee shall immediately summon medical personnel to treat the victim. The employee administering Narcan shall remain with the affected person to monitor their condition and administer follow-up treatment if necessary until relieved by medical personnel.

After the arrival of medical personnel, the employee who administered the Narcan use shall immediately notify their supervisor.

OFFICER’S RESPONSIBILITIES FOLLOWING NARCAN USE:

- a) Ensure the affected person is transported to a hospital for follow-up care.
- b) Ensure the substance to which the treated person was exposed is collected for testing (if any remains) and that the scene is rendered safe.
- c) Complete a written notification through the chain of command to the Assistant Chief of Police.
- d) Ensure that a report is completed with complete details of the event:

1. Name of the overdose victim
 2. Witness names, addresses, phone numbers, etc
 3. Overdose symptoms exhibited by the victim
 4. The time Narcan was administered
 5. The number of doses of Narcan administered
 6. The condition of the overdose victim when EMS arrived
- e) In the case of employee exposure, gather the exposure facts and complete the appropriate injury on duty and exposure documented.

TRAINING

Select personnel throughout the department who are likely to encounter opioids will be provided training on Narcan use. Once training has been completed, personnel may be issued Narcan kits based upon their specific assignments. HISD PD personnel issued a Narcan kit shall ensure the kit is correctly cared for and maintained in a state of operational readiness.

REPORTS TO THE CHIEF OF POLICE

The Property and Evidence Custodian shall maintain an inventory and control all Narcan kits assigned to HISD PD personnel. The Narcan kit should be protected from light and stored between 68 and 77 degrees Fahrenheit.

Narcan kits shall not be left in parked, non-running vehicles where high temperatures will damage the product. Narcan kits shall be removed from an employee's assigned county vehicle at the end of their tour of duty and kept in a safe, environment-controlled location such as an office locker or the employee's home.

Narcan should be stored in the carton until the contents are used. Narcan should be discarded if the product contains any particular matter, is cloudy or appears discolored. The employee shall notify their immediate supervisor and generate an incident report if the Narcan product has been damaged, lost, or stolen.

The Property and Evidence Custodian will destroy unused, out-of-date, or damaged Narcan products.

Approved By


Pedro Lopez Jr., Chief of Police