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Chief of Police



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**“ INTEGRITY...FAIRNESS...SERVICE ”**

**SPECIAL ORDER # 2016-04**

**DATE: June 17, 2016**

**TO: All Police Department Personnel. To be Announced at Roll Call and a Copy Posted on the Department’s Intranet Site.**

**RE:** Naloxone Administration Program.

**EFFECTIVE:** Immediately.

**BACKGROUND:** Overdoses of heroin and prescription medications containing opiates (e.g., Oxycontin, Percocet, Vicodin, etc.) can cause a serious disruption to or stoppage of breathing, which quickly leads to severe medical emergencies or even death. In recent years, Baltimore County and surrounding jurisdictions have seen an increase in opioid drug-related overdoses and deaths. The drug Naloxone is carried by Baltimore County Emergency Medical Services (EMS) personnel, and is used to safely and effectively reverse the effects of an opioid drug-related overdose. Naloxone use has minimal side effects and has been shown to be harmless if administered to someone who is suffering from a non-opioid drug related emergency.

Since 2013, the state Department of Health and Mental Hygiene’s (DHMH) Overdose Response Program has provided training and certification to law enforcement officers and members of the public who have primary contact with persons likely to suffer an opioid drug-related overdose. As first responders, Baltimore County officers may encounter overdose victims prior to EMS arrival at a scene. By providing officers with certification and training in the administration of the nasal form of Naloxone, these officers will have the ability to assess a victim for signs of an opioid drug-related overdose, and administer the potentially life-saving drug, prior to EMS arrival. The program will be conducted at the medical direction of the Baltimore County Health Department, in adherence with DHMH guidelines. Members administering Naloxone are protected from civil liability under the Maryland Good Samaritan Act.

**PURPOSE:** The purpose of this policy is to outline procedures for the administration of Naloxone by Department members in known or suspected opioid drug-related overdose cases, prior to EMS arrival.

**RELATIONSHIP TO DEPARTMENT VALUES:** This Special Order supports the Department’s commitment to **SERVICE** by providing a potentially life-saving tool for officers responding to suspected opioid drug-related overdose cases.

**POLICY:** Upon completion of the Naloxone training and certification, members will be able to administer Naloxone in cases of known or suspected opioid drug-related overdose, prior to arrival of EMS personnel.

## **SPECIAL ORDER # 2016-04 (Continuation)**

### **PROCEDURES:**

#### **GENERAL**

- One Naloxone kit will be assigned to identified Department vehicles for use by trained and certified members.
- Each Naloxone kit is comprised of:
  1. A storage case identifying the assigned vehicle number.
  2. One dose of Naloxone in a nasal spray device.
  3. Disposable gloves.
  4. Face mask.

#### **MEMBERS**

- Who are trained, certified, and operating a Department vehicle with an assigned Naloxone kit will:
  1. Remove the kit from the designated facility storage area and place it in the assigned vehicle, prior to their tour-of-duty, and
  2. Return the kit to the designated facility storage area at the end of their tour-of-duty.

**NOTE:** Naloxone is a temperature sensitive drug and prolonged exposure to heat and/or cold (e.g., by being left in a vehicle for an extended period of time, etc.) will reduce its effectiveness.
- Inspect the Naloxone kit assigned to their vehicle, prior to their tour-of-duty, for damage, expiration, and/or missing contents.
- Notify the Safety Officer and precinct/section safety coordinator when a Naloxone kit is used, expired, damaged, etc.
- Complete an Incident Report and notify their supervisor, the precinct/section safety coordinator, and the Safety Officer, for all lost or stolen Naloxone kits.
- Conduct a basic medical assessment upon encountering a subject who may be experiencing an opioid drug-related overdose, in accordance with Department training.
- Attempt to obtain statements from witnesses regarding the possibility of opioid drug use, when practical.
- Who are trained, certified, and have access to a Naloxone kit, will administer the drug when an opioid-related drug overdose is suspected.
- Are prohibited from using or carrying Naloxone that is not dispensed by the Department as part of an assigned Naloxone kit.
- Ensure an EMS response for all cases in which Naloxone is administered, and advise them of actions taken prior to their arrival.

**NOTE:** The EMS will determine if the subject will be transported to a hospital, or if a refusal signature will be obtained.
- Notify their supervisor upon administering a Naloxone dose.
- Contact the Maryland Poison Center within two hours of a Naloxone use, to provide relevant information.
- Document Naloxone use in an Incident Report, including:
  1. The appropriate offense code(s) (e.g., "Overdose," "Sick or Injured Subject," "Sudden Death," etc.).
  2. The name and identification number of the administering officer.
  3. A description of the Naloxone administration.
  4. Whether the subject was transported to the hospital or signed a refusal.
  5. The date and time the Maryland Poison Center was notified.
  6. Distribution to the Safety Officer, the precinct/section safety coordinator, the Vice/Narcotics Section, and the precinct/section commander.
- Notify the Safety Officer, if an accidental exposure to Naloxone (e.g., broken vial, etc.) occurs.

## **SPECIAL ORDER # 2016-04 (Continuation)**

### **SUPERVISORS**

- Ensure the Maryland Poison Center is notified within two hours of a Naloxone use.
- Review Incident Reports regarding Naloxone use for accuracy, completeness, and required report distribution.

### **SAFETY COORDINATORS**

- Oversee the precinct/section's assigned Naloxone kits, and ensures each identified vehicle has been issued a kit.
- Maintain a record of the precinct/section's issued Naloxone kits, including:
  - a. The vehicle number to which the kit is assigned.
  - b. The date the Naloxone was issued.
  - c. Reason the Naloxone was issued (i.e., initial distribution, or refill), and reason for refill (e.g., previous dose was lost, damaged, used, expired, etc.)
  - d. The Naloxone dose manufacturer lot number and expiration date.
  - e. The date of Naloxone use, where applicable.
  - f. The name, identification number, and title of the member administering the Naloxone, where applicable.

**NOTE:** Records will be retained for a period of five years.

- Maintain the precinct/section's designated Naloxone kit storage area.
- Conduct monthly Naloxone kit inspections.
- Collect and maintain statistics on the precinct/section's Naloxone use, as required.
- Consult with the Safety Officer to ensure accurate tracking of Naloxone kit issuance, use, damage, replacement, etc.

### **SAFETY OFFICER**

- Coordinates the Department's Naloxone Administration Program.
- Serves as the Naloxone Administration Program liaison between the Department and the:
  1. Baltimore County Health Department.
  2. Maryland Department of Health and Mental Hygiene (DHMH).
- Reviews all reports regarding Naloxone use.
- Collects and maintains statistics on the Department's Naloxone use, as required.
- Controls the Department's supply of Naloxone and issues replacement Naloxone kits when a vehicle's assigned kit is used, expired, or damaged.
- Maintains a master record of the Department's issued Naloxone kits.

**NOTE:** Records will be retained for a period of five years.

### **TECHNICAL SERVICES DIVISION COMMANDER**

- Establishes and maintains a list of Department vehicles that are to be assigned a Naloxone kit.

### **OPERATIONS BUREAU COMMANDER, OR DESIGNEE**

- Establishes and implements procedures for the tracking of each shift/unit's deployment of Naloxone kits to the assigned vehicles.
- Identifies designated precinct/section Naloxone kit storage areas.

### **TRAINING SECTION**

- Prepares and conducts initial Naloxone Administration Program training and certification for all members of the rank of lieutenant and below.
- Prepares and conducts re-certification and training updates for all members of the rank of lieutenant and below, on a bi-annual basis, as part of the in-service training program.
- Maintains records on Naloxone Administration Program training and certification, as required by the DHMH, and provides records to the Safety Officer, as needed.

**SPECIAL ORDER # 2016-04 (Continuation)**

**REFERENCE**

- Field Manual, Article 4 (Arrest, Custody, and Court).

**IMPLEMENTATION:** This Special Order will be distributed electronically to all Department members. Shift/Unit supervisors will be responsible for the posting and referencing of this Special Order.

By order of,

James W. Johnson  
*Chief of Police*