

Standard Operating Procedure for the Supply of Take Home Naloxone Kit using PGD

Name of Pharmacy:

Background

The National Naloxone Programme aims to reduce the incidence of drug related deaths due to accidental opioid overdose by people who are identified as being at risk. Friends, family members, carers and members of staff are all encouraged to be involved. By raising awareness of overdose prevention and providing education on the signs and symptoms of overdose, calling an ambulance, basic life support and the administration of naloxone, it is hoped to reduce the number of fatal opioid overdoses.

It has been recognised that Community Pharmacists engaged in the provision of IEP services can make a significant contribution to the implementation of the programme in Forth Valley. Community Pharmacists making a naloxone supply must have undertaken approved training (Naloxone Programme Training). They must also be authorised to supply according to the PGD: Patient Group Direction for the Supply of Naloxone 2mg/2mL Injection to Patients or Nominated Representatives of a Named Patient or Staff Members Working for Services in Contact with People at Risk of Opioid Overdose; Protocol Number 373.

The following recipients **may** be eligible for supply:

- Patients, **aged 16 years and over** at risk of opioid overdose. Patients aged under 16 years should be advised to contact Signpost Recovery, telephone 0845 673 1774.
- Nominated representatives of a named patient. Patient's named representatives are identified and confirmed by the patient. Patient's **signed consent** for representatives to act on their behalf must be recorded.
- Members of staff working for services in contact with people at risk of opiate overdose

Purpose

To describe how to order supplies of naloxone.

To ensure that naloxone is stored appropriately.

To ensure that the patient/ patient's representative or staff member demonstrates that they have attended training prior to naloxone supply being made.

To ensure that an accurate record of supply is made.

To ensure that the supply is made according to the PGD.

Scope

This procedure relates to the supply of naloxone and includes actions which must be followed.

Procedures/ Process	Responsibility
<p>Naloxone injection 2mg/2ml community pack is a licensed product produced by Martindale Pharma. It can only be ordered via Alliance Healthcare, contact details: Fax no: 0203 044 8072 Phone no: 0203 044 8978</p> <p>Please send a copy of order invoice along with the claim form to Carol Droubay, Primary Care Contractor Services to ensure payment re-imburement.</p> <p>It is important that when the order for naloxone is received the stock is stored separately from general dispensing stock to ensure that it is not mistakenly dispensed.</p>	
<p>When a patient/patient's representative or staff member presents with a request for naloxone supply check that the person has attended naloxone training.</p> <p>A training booklet, certificate or naloxone card may be presented. The naloxone module on the NEO system may be accessed to check if the training record has been entered.</p> <p>Ensure the person can demonstrate an awareness and understanding of all elements:</p> <ul style="list-style-type: none"> • Overdose awareness • Basic life support • Assembly of the naloxone kit and administration <p>The '<i>One to one Naloxone Training Checklist</i>' should be used.</p> <p>Where the pharmacist is not satisfied that the patient/patient's representative or staff member has sufficient awareness and understanding of the naloxone training, they should provide further training. Training is also available by contacting Signpost Recovery, telephone 0845 673 1774.</p>	
<p>Naloxone can only be supplied where training and awareness has been confirmed.</p> <p>Complete the '<i>Naloxone Training & Supply Record</i>' as follows:</p> <p>Section 1, Site: Annotate with Pharmacy stamp Section 2, ADP area Section 3, Client Identifier: complete gender, initials, date of birth and trainee type. Section 4&5, Client details: complete name, address, ethnicity, GP details and other prescriber details if relevant Section 6, Training: complete if training delivered in the pharmacy Section 7, Consent: discuss the consent section with the recipient and request that the check boxes are ticked and record signed. Where consent is not given to share information please clearly annotate the record.</p>	

<p>Supply should be made according to the PGD.</p> <p>Complete the patient's name or staff member's name and add the name of pharmacist making supply and the date supplied on the pre-printed label attached to the kit.</p>	
<p>Advice should be given as per PGD.</p> <p>Counselling Points:</p> <p>Patient/patient's representative/staff member should be advised of the requirement to contact the emergency services by dialling on 999, wherever opioid overdose is suspected .</p> <p>Ensure the patient, patient's representative or staff member is competent in basic life support as specified by the Naloxone Training Programme.</p> <p>Explain treatment and course of action.</p> <p>Information about quickly antagonising the opioid injection and the consequences.</p> <p>Information about the short acting nature of naloxone, approximately 20-minutes, and that it is imperative to call an ambulance.</p> <p>Give a copy of information leaflets: guidelines for administering naloxone 400 micrograms for opioid overdose and on basic life support procedures.</p> <p>Advise on safe storage and handling of the product: Store in a cool, dry place; protect from light; keep syringe in sealed outer container; use within expiry date on product.</p> <p>Advise on the safe disposal of needles following naloxone injection. (Individuals will be trained in safe storage and handling of the product and on the safe disposal of needles.)</p> <p>Advise on procedures to obtain resupplies of used, lost or expired naloxone.</p> <p>Where counselling or additional support is required, advise the person to contact Signpost Recovery, telephone 0845 673 1774.</p>	
<p>The system for collating information about naloxone training and supply is an electronic system called NEO. 'NEO Solutions' will be responsible for storing data securely on behalf of NHS Forth Valley. Supply data will be recorded on the paper system then uploaded centrally. (It is anticipated that in future data will be logged directly on to the NEO system)</p> <p>The patient/patient's representative or staff member should be given an information leaflet explaining this system.</p>	

Where supply is not made for any reason, record this and any advice given on the <i>Naloxone Training & Supply Record</i>	
Retain and securely store the completed ' <i>Naloxone Training & Supply Record</i> ' for each supply. Send a copy of the records at the end of each month to Carol Droubay, Primary Care Contractor Services in a double wrapped envelope.	
For Further support or advice contact: Jean B. Logan, Substance Misuse Pharmacist: 07920 711 033 Or Signpost Recovery: 0845 673 1774	

Review Procedure This procedure will be reviewed when there are any new professional recommendations or in the event of critical incidents. In the absence of any of these events, it will be reviewed every two years	Prepared by:
	Signature:
	Date of preparation:
	Date effective from:
	Version number:
	Date of review:
Known Risks Naloxone being supplied without checking awareness and understanding of training elements; patients failing to attend for supply or re-supply; pharmacy unable to procure naloxone kits	

I have signed to say that I have read the procedure and understand its implications.

Name	Signature	Date