



CONNECTICUT DEPARTMENT OF CONSUMER PROTECTION

DRUG CONTROL DIVISION

Naloxone at Institutions of Higher Education (Public Act 19-191 Section 7)

Institution Name: Norwalk Community College

Institution Address: 188 Richards Avenue, Norwalk, CT 06854

Primary Contact Name: Ernetine Y. Weaver, CSCU Counsel

Primary Contact Email Address: weaverE@ct.edu

Primary Contact Phone Number: 860-723-0114

Designated Professional Name: Roberty Studivant, Director of Security among many others

Designated Professional Type: Public Safety Professional

- Does the policy contain the following information as required in the statute?
- Designated a medical professional or public safety professional to oversee the purchase, storage and distribution of opioid antagonists on each of its campuses
- The location or locations on each of its campuses where the opioid antagonists are stored
- A mechanism for disseminating the location(s) that are accessible to students and employees of such institution
- Information about the required maintenance of the supply of opioid antagonists in accordance with the manufacture's guidelines including:
 - Inspect for expired product
 - Replacement of product
 - Storage
- Require a representative of the institution to call 911 or notify a local emergency medical services provider prior to, during or as soon as practicable after each use of an opioid antagonist on the institution's campus



DocuSigned by:
Ernetine Y. Weaver, CSCU Counsel

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Sec. 7. (NEW) (Effective July 1, 2019) (a) Not later than January 1, 2020, the president of each institution of higher education in the state shall (1) develop and implement a policy consistent with subsection (b) of this section concerning the availability and use of opioid antagonists, as defined in section 17a-714 of the general statutes, by students and employees of the institution, (2) submit such policy to the Department of Consumer Protection for approval, and (3) upon approval of the department, post such policy on the institution's Internet web site.

(b) The policy of each institution of higher education concerning the availability and use of opioid antagonists shall (1) designate a medical professional or public safety professional to oversee the purchase, storage and distribution of opioid antagonists on each of its campuses, (2) identify the location or locations on each of its campuses where the opioid antagonists are stored, which location or locations shall be made known and accessible to students and employees of such institution, (3) require maintenance of the supply of opioid antagonists in accordance with the manufacturer's guidelines, and (4) require a representative of the institution to call 911 or notify a local emergency medical services provider prior to, during or as soon as practicable after each use of an opioid antagonist on the institution's campus that is reported to the institution or observed by a medical professional or public safety professional, unless the person to whom the opioid antagonist was administered has already received medical treatment for his or her opioid-related drug overdose.



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Opioid Overdose Prevention Procedures

1. **CSCU College or University: NORWALK COMMUNITY COLLEGE**

2. **Designated Personnel**

List the Designated Personnel, individuals authorized to oversee and develop the procedures for the purchase, distribution, storage, disposal and reported use of opioid antagonists at each campus:

Name	Title	Phone number	Email
Lucille Brown	Chief Operating Officer	203-857-6841	LBrown@norwalk.edu
Dr. Mike Butcaris	Academic Dean	203-857-7191	MButcaris@Norwalk.edu
Dr. Kellie Byrd-Danso	Dean Of Students	203-857-6887	KByrd-Danso@norwalk.edu
William Grodman	Interim-Chair of Human Services	203-857-7295	WGrodman@norwalk.edu
Wendy Mendes	Holistic Counselor	203-857-7121	Wmendes@norwalk.edu
Cathy Miller	Director of Academic Counseling Center	203-857-3342	CMiller@norwalk.edu
Robert Studivant	Director of Security	203-857-7219	RStudivant@norwalk.edu

3. **Purchase and Distribution**

Provide the procedures for the purchase and distribution of opioid antagonist kits.

NCC has been able to acquire Narcan® units distributed through Narcan® training sessions held on campus. NCC has hired an AmeriCorps member through the CHCI grant to offer NARCAN trainings. The Counseling Services office will purchase and distribute opioid antagonist kits.

4. **Opioid Overdose Response Emergency Procedures**

All CSCU Colleges and Universities must develop and maintain written emergency procedures that identify individuals trained for the proper use and administration of opioid antagonists to effectively treat and reduce any fatalities associated with opioid drug overdoses at their respective campuses. Provide the procedures in case of an opioid overdose emergency.

The following are the procedures for responding to an opioid drug overdose on campus:

1. Call 911 immediately
2. Retrieve Narcan® unit from storage box located next to either campus
3. Apply non-latex gloves found in the Narcan® storage box
4. Administer 1 spray of intranasal Narcan®* in each nostril
5. Lay the person in the recovery position (on their side)



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6. Stay with the person until help arrives, remain calm, and talk softly

*Narcan® should NOT be administered to a newborn.

Location of Opioid Antagonists

Identify the location(s) on each campus where the opioid antagonists are stored, known and accessible to students and employees.

Narcan® is located on both East and West campus:

- East Campus- : In a labeled “Opioid Overdose Kit”
 - o Security Desk Main Lobby
 - o Counseling Services East-322
 - o Academic Counseling East 104
 - o Dean of Students Office

- West Campus: In a labeled “Opioid Overdose Kit”
 - o Security Desk Main Lobby
 - o Academic Deans Office
 - o Nursing & Allied Health Main Office H-118
 - o Workforce Development Office
 - o Wellness Center

**Extra Narcan® units are stored in a box labeled “Narcan®” with date and quantity in a locked storage cabinet in the Director of Security Office.*

5. Storage and Disposal of Opioid Antagonists

The Designated Personnel on each CSCU campus are responsible for the storage and disposal of unneeded or expired opioid antagonists in accordance with the manufacturer’s guidelines. Provide procedures for the storage and disposal of opioid antagonists.

- Inspection of the intranasal Naloxone Kit will be the responsibility of the Director of Security
- Naloxone will be stored in accordance with manufacturer’s instructions and location
 - o Each area will store Naloxone in an Opioid Overdose Kit .
- Annual inspection of the Naloxone kits shall be performed by the Director of Security

- Requests for replacement Naloxone shall be made by the Counseling Services Office



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- Disposable of used or expired Naloxone will be performed in accordance with biohazard standards

6. Opioid Antagonist Administration Training

- a) Provide procedures for the training of individuals to access and administer the opioid antagonist kits in emergency situations. Include the CSCU individual's name and contact information responsible for organizing the training, the training organization name, and frequency of training.
- Training will be facilitated at least three times per semester, to include faculty, staff and students.
 - Trainings will be provided by our AmeriCorps member and our Not-for-Profit Community Partner, Positive Directions - The Center for Prevention and Counseling, Inc.
- b) Has every member of the counseling or health services staff received opioid overdose response training? YES NO NOT APPLICABLE

The Academic Counseling Center Director and the Counseling Services Counselor both are Licensed Professional Counselor. NCC does not have a Health Clinic on campus.

- c) Has every member of the campus law enforcement or security personnel office received opioid overdose response training? YES NO* NOT APPLICABLE

**At least two of our guards will be trained, but until the Summit Security Services contract with the State is amended to include the administration of Narcan®, NCC's security guards will only be limited to calling 911 and providing any other emergency response services covered under their contract.*

7. Reporting Requirements

Provide the procedure for documenting and tracking every incident involving the use or administration of an opioid antagonist kit.

- Security should prepare Naloxone Administration Report, the documentation should include.



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- a. Contact information for the individual
 - b. Description of the individual's condition, behavior
 - c. The amount of Narcan® administered Naloxone was deployed and who administered the Narcan
 - d. The time that Law Enforcement and EMS was called their arrival and departure.
- The report will be maintained by BIT Team and the Dean of Students office regarding these incidents.

8. Awareness Campaigns

Describe the CSCU College's or University's ongoing awareness campaign plan to educate students, faculty and staff regarding opioid antagonist availability. Include contact information of the responsible individual.

- Tables will be hosted at all campus activities, i.e. Welcome Fair, Fresh Check Day, Open House, Experience College Day, and Orientation.
- Freshman Seminar and College Forum Courses
- Information will be shared in the Campus Voice, monthly magazine, social media, Student and Staff Handbooks
- Posters and Flyers will be hung in building bulletin boards
- Informational emails will be sent to students several times during the semester
- Brochures and handouts will be available on both campuses
- Narcan Trainings will be at least three times a semester

9. Policy Dissemination

Who is responsible for the annual dissemination of the policy, including posting and maintaining the policy, with current Designated Personnel contact information specific to the CSCU campus, in an easily accessible manner on the CSCU institution's website?

NCC's Human Resources Department will be responsible for annual dissemination of the policy, including posting and maintaining the policy.

Board of Regents for Higher Education
Connecticut State Colleges and Universities

Policy regarding

OPIOID OVERDOSE PREVENTION AND AWARENESS

Statement of Policy

The Board of Regents for Higher Education (“BOR”) in conjunction with the Connecticut State Colleges and Universities (“CSCU”) is committed to maintaining safe and substance-free campuses for all students, employees and visitors. It is the intent of the BOR and each of its Colleges and Universities to increase awareness regarding opioid addiction and prevention. In the unfortunate instance of opioid overdose, it is the intent of the BOR and the CSCU to prevent overdose related death through the proper training, administration, and usage of naloxone hydrochloride, commonly known as Narcan® Nasal Spray, or other similarly acting and equally safe overdose-reversing drug approved by the FDA (“Intranasal Naloxone” or “IN kits”).¹ Therefore, this policy serves to direct each Connecticut State College and University to participate, together with other agencies, in a statewide initiative focused on public health issues regarding opioid-related drug overdose persons.²

Campus Specific Opioid Overdose Prevention Procedures

Upon adoption by the Board all CSCU institutions will, within 30 days of adoption of this policy, prepare and forward to the CSCU Office of Legal Affairs, campus specific Opioid Overdose Prevention Procedures (“Procedures”) consistent with the requirements of Public Act 19-191. As such, all submitted Procedures shall include details regarding the following:

- Designation of medical or public safety professionals to oversee the purchase, storage and distribution of the Intranasal Naloxone;
- Procedures for the purchase and distribution of IN kits;
- Identification of the location(s) on each campus where the IN kits are stored and accessible to students and employees;
- Procedures for the storage of IN kits according to manufacturer’s guidelines and appropriate disposal;

¹ Intranasal Naloxone is a proven and effective emergency treatment for known or suspected opioid overdoses. Such medications are not a substitute for emergency medical care. However, when administered during an opioid overdose, and with proper emergency medical assistance, lives may be saved.

² The Connecticut Good Samaritan Law allows anyone, if acting with reasonable care, to administer an opioid antagonist to a person one believes in good faith is experiencing an opioid-related drug overdose without criminal or civil liability.

- Procedures for the training of individuals to access and administer the IN kits in emergency situations; and
- Requirements that emergency medical services/911 be called each time the IN kit is administered on campus.

The CSCU Office of Legal Affairs will submit all College and University Opioid Overdose Prevention Procedures to the Department of Consumer Protection for approval. Upon approval and by no later than December 31, 2019 each College and University shall post and maintain its Procedures in an easily accessible manner on each institution's website at all times. Each CSCU institution is responsible for maintaining its information current on its website and within its written emergency response Procedures.

The Procedures will thereafter be annually provided to all campus law enforcement officers and security personnel, counseling and medical personnel, resident hall advisors and other campus personnel. Further, this policy shall be presented at student orientation or at student awareness and prevention trainings, and made broadly available at each campus.

Awareness Campaigns

Each CSCU College and University will develop and implement a process to continually educate students, faculty and staff regarding opioid overdose prevention and IN kit availability on their campuses through a multi - faceted approach including, but not limited to, email, institutional websites, social media, posters, new student and employee orientations, and open on – campus opioid overdose response trainings. Campuses are encouraged to engage students from health professions schools (e.g. nursing, social work), student organizations (e.g. student government, health promotion, students for sensible drug policy), or community organizations to promote awareness and education with the goal of preventing opioid overdose deaths.

Reporting Requirements

Each institution is required to maintain a current record of every IN kit distribution, use or administration at their campus. On or before October 1 of each year, each CSCU institution must report to the CSCU Chief of Staff its statistics and a brief description of every event or incident that required the distribution, use or administration of an IN kit at the respective institution within the prior year (September 1 of prior year through October 1 of current year).