



Hustisford School District

District Office
845 S. Lake St. · P.O. Box 326
Hustisford, WI 53034
(920) 349-8109

Todd Bugnacki
District Administrator

Corey Manlick
Director of Financial Services

Jr./Sr. High School
845 S. Lake St. · P.O. Box 326
Hustisford, WI 53034
(920) 349-3261

Clint Bushey
Principal

Alex Pishler
Director of Special Education/Psychologist

John Hustis Elementary
600 S. Hustis. St · P.O. Box 326
Hustisford, WI 53034
(920) 349-3228

Peter Moe
Principal

Glen Falkenthal
Athletic Director

Administration of Non-Student Specific Narcan Hustisford School District

Opioid overdose is the result of ingesting too much of an opioid medication and can be life-threatening. This will occur within seconds to minutes after ingestion. Hustisford School District will plan for the management of all persons present at school who develop this life threatening emergency.

The following procedure for emergency use of Narcan is to be used only by appropriately trained staff to administer the medication to a person (pupil, staff member, volunteer, or other) who is believed to be suffering from an opioid overdose. This procedure has been developed by the School Nurse and has been reviewed and approved by the District's Medical Advisor. The person administering the Narcan must, as soon as practicable, dial "911" or in an area where "911" is not available, the telephone number for an emergency medical service provider.

Any district employee may be authorized to administer Narcan who:

- is willing to assume that responsibility (RT or otherwise)
- is authorized by the school principal or his/her designee,
- has received Department of Public Instruction approved training, within four years for the administration of Narcan
- Has been sufficiently instructed by the District Nurse:
 - i. In recognizing the signs and symptoms of opioid-overdose,
 - ii. On the proper administration of Narcan,
 - iii. On proper follow-up procedures following administration of Narcan.
- Has successfully completed an annual return demonstration of administration of Narcan and has been deemed competent by the District Nurse.

Hustisford School District and designated school personnel that provide or administer Narcan under this plan are immune from civil liability for any harm that may result, regardless of whether there is parental or medical provider authorization.

Procedure:

The district will maintain a supply of at least two Narcan doses, stored in the High School, located near the AED. The Narcan protocol must be renewed annually. Narcan will be stored in a secure, unlocked area that states Opioid Overdose Emergency Kit. The District Nurse will assume the responsibility for maintaining a monthly schedule for tracking the medication status, contents of medication, and expiration dates as well as ordering replacement Narcan for those expired or used.

Note- Non-student specific Narcan may not be taken out of the school building for field trips and other school-related activities. If a student or other person is appearing to be suffering from an overdose on a

field trip, immediately call “911.” Narcan and/or trained staff may not be available for administration during before or after school events (practices, games, etc.), and in this case, “911” should be called if needed.

RECOGNIZE

Common Symptoms of an Opioid Overdose:

- Pale, clammy skin
- Speech that is infrequent
- Not breathing or very shallow breathing
- Deep snorting or gurgling
- Unresponsive to stimuli (calling name, shaking, sternal rub)
- Slowed heart beat/pulse
- Blue lips or fingertip
- Pinpoint pupils

1. If a student or other person in the building is suspected of overdosing (***see symptom list above***)

RESPOND IMMEDIATELY.

- Call 911 - request advanced life support
- Place the person on their back
- Tilt their head and lift their chin
- Check breathing for no more than 10 seconds
- Check to see if there is anything in their mouth blocking their airway, such as gum, toothpick, undissolved pills, syringe cap, cheeked Fentanyl patch - If present, remove it
- Give breaths if able
 - If using mask, place and hold mask over mouth and nose
 - If not using mask, pinch their nose with one hand and place your mouth over their mouth
Give 2 even, regular-sized breaths Blow enough air into their lungs to make their chest rise
 - Give one breath every 5 seconds

REVERSE

- **As soon as available - GIVE NARCAN IMMEDIATELY** into one nostril
 - Remove from box
 - Peel back tab with the circle to open package
 - Hold spray with the nozzle between 2nd and 3rd fingers and thumb on the bottom
 - Tilt head back and place nozzle into 1 nare until fingers are pressing up against nostril
 - Press plunger firmly with thumb
 - Remove spray
- **If additional doses are needed, give in the other nostril**
- **It is safer to give epinephrine than to delay treatment**
- **Consider your safety**
- **Place person in recovery position (lying on their side)**
- **Stay with the person until help arrives**
- **Monitor airway and circulation, start CPR/rescue breathing as necessary**

REFER

- Upon the arrival of emergency medical personnel, the care, and responsibility of the person are then handed over. Even if symptoms subside, the individual must be transported and evaluated by a physician. Narcan has a short half-life and may wear off quickly.
- The student will not be allowed to remain at school or return to school on the day Narcan is given
- Ensure parent/guardian has been contacted.
- Complete appropriate documentation (incident report, medication administration, etc.)
- School staff involved in emergency response and those on the medical alert team should meet to debrief on the incident and make any necessary changes to policy or procedure or emergency action plan.

