



**Public Health**  
Prevent. Promote. Protect.

Canton City Public Health

## Canton City Public Health:

### Overdose Education and Naloxone Distribution Program (CCPH OENDP)

#### How to Partner with CCPH for Naloxone Distribution

(with checklist for Implementation)

##### Review

- Review CCPH's policy: Overdose Education and Naloxone Distribution Program (OENDP)
- (CCPH Policy: 900-005-P)

##### Create

- Complete Partnership Agreement with CCPH (CCPH Form 900-005-01-F)
- Create Agency Standard Operating Procedures for naloxone distribution in-line with CCPH's OENDP policy. (CCPH Template: 900-005-02-F)

##### Train

- Schedule training through CCPH for identified staff and volunteers to be trained as Naloxone Furnishers.  
*[Note: Naloxone Furnishers distribute naloxone to Overdose Responders]*
- CCPH will provide *Certificate of Completion* once training is completed

##### Receive

- Allow CCPH to view secure storage area
- Receive stock of naloxone and maintain in secure location
- Begin inventory process and maintain throughout distribution
  - Inventory log (CCPH Form 900-005-04-F or 900-005-05-F)

##### Distribute

- Personally furnish naloxone through outreach efforts and other strategies
- Complete naloxone intake form. An intake form shall be completed for each Overdose Responder who receives training and/or naloxone (CCPH Form 900-005-03-F)

##### Report

- Provide CCPH OEDNP staff with intake forms for all naloxone dispensed by the **third day** of the following month.
- Request additional naloxone supply when low (plan for 2-3 week turnaround time). Agencies cannot order directly; Must order through CCPH OEDNP staff.

## Process Checklist to Assist with Implementation

TASK	COMPLETED	DATE
<b>Review of CCPH policy with CCPH OENDP staff</b>	<input type="checkbox"/>	[ ]
<b>Partnership Agreement in place</b>	<input type="checkbox"/>	[ ]
<b>Standard Operating Procedures in place</b>	<input type="checkbox"/>	[ ]
<b>Staff and/or volunteers identified and training completed</b>	<input type="checkbox"/>	[ ]
<b>Allow CCPH to view secure naloxone storage site for approval</b>	<input type="checkbox"/>	[ ]
<b>Agency personnel to familiarize with supporting documents (NIF, inventory log, receipt of stock etc.)</b>	<input type="checkbox"/>	[ ]
<b>Agency primary point of contact identified who will notify CCPH when a reorder of naloxone stock is needed</b>	<input type="checkbox"/>	[ ]