

Take-Home Naloxone (THN) Program Distribution Site Agreement

Please complete the checklist below to indicate your agreement with the following program distribution requirements

Date: YYYY/MM/DD

- Take-Home Naloxone Kit Distribution Requirements:** Take home naloxone kits are available for distribution to members of the public who are at risk of opioid overdose/poisoning AND family or friends who may witness an overdose/poisoning. Proof of risk is not required to receive a kit.
 - A maximum of 2 kits per person may be distributed to support peer-to-peer distribution and to reach people who may not attend distribution sites
 - Kits must be provided at no cost to service recipients. Fee for service organizations are not eligible
 - Take-home naloxone kits are **not** for distribution to businesses, health care providers, or other organizations for use in the workplace
- Distribution Site Reporting Requirements:**
 - When take-home naloxone kits are reported used, service recipients will be asked if they are willing to provide anonymous information about the event, using the [Overdose/Poisoning Response Form](#) [see [Instructions](#)]. These forms should be submitted the province as soon as possible.
- Service Provision Requirements:** Distribution sites will create a site-specific procedure for naloxone distribution and orient their service staff. Health care providers are not required at distribution sites. Distribution sites ensure their service providers have adequate knowledge to provide take-home naloxone kits and overdose/poisoning response training:
 - All site coordinators and staff must review the [Training Manual on Overdose /Poisoning Recognition and Response](#)
 - Training for service recipients should be brief and client-centred (average 10 min). Clients attending distribution sites may already know how to safely and appropriately administer naloxone, therefore a brief knowledge assessment may be all that is required. Training is not mandatory and can be refused by the individual. If training is provided it should include:
 - Factors that can increase or decrease risk of overdose/poisoning
 - Signs of a suspected opioid overdose/poisoning
 - How to respond to a suspected opioid overdose including: how to communicate with 911 and why it is important to call; how to draw up and administer naloxone; recommendations for rescue breathing, chest compressions, and how to evaluate and support a person after naloxone was given
- Ordering Supplies:** Sites must have secure temperature-controlled storage for naloxone kits and a commercial address for delivery of kits. Residential addresses are not accepted.
 - Please ensure that requisitions for naloxone kits and training kits are created separately from vaccine requisitions. Follow instructions on the [Take Home Naloxone Kit Order Form](#) for ordering, receiving and storage. Public health units may order directly through PHIMS (Public Health Information Management System).

All sites will be published on the Naloxone Finder Map found at www.manitoba.ca/naloxone



Take-Home Naloxone Program Registration Form: New Distribution Site Update to Existing Site Information*

SITE INFORMATION (i.e. the name of site and where the site is located)

* If providing updated site information, please enter your Site Name and Holding Point Code, and **only** complete the other sections of the form that are being updated.

Site Name:		Holding Point Code (Client ID#):	
<i>Business / Site Address</i>	Street # and Name:		Unit and Floor:
	City/Town	Postal Code:	Site phone number (for public):
Site Operating Hours (if open to the public):			Walk-in accepted: <input type="checkbox"/> Appointment only: <input type="checkbox"/>

Is the site open to the public? Yes No *If No, please describe the service delivery model/plan (approval of non-public serving sites is limited to high priority settings such as emergency departments or correctional facilities):*

SITE COORDINATORS (main contacts for the program and Manitoba government correspondence)

	First Name	Last Name	Phone Number	Email (required) or Fax if no email
Coordinator 1				
Coordinator 2				

ADDITIONAL SITE INFORMATION (*not required if you have an existing client ID# for ordering vaccines)

In which Health Region is the site?
 Winnipeg (WRHA) Southern (SH-SS) Interlake Eastern (IERHA) Prairie Mountain (PMH) Northern (NRHA) First Nation Community

Type of Site
 Hospital/Hospital Pharmacy Nursing Station/Health Centre Pharmacy Medical Clinic Public Health Unit
 Correctional Facility Community Health Centre Community-Based Organization Other

Special Delivery Instructions (ex. buzzer #, days not open, remote location)

****Please E-MAIL both pages to naloxonekits@gov.mb.ca OR fax Attention: Provincial Take Home Naloxone Program to 204-948-2190 ****
Distribution Site requests will be reviewed by the THN Program. You will receive notification regarding approval.