

COUNTY OF LOS ANGELES
PROBATION DEPARTMENT
DIRECTIVE

Directive No.: **1542**

Issued Date: 02/24/2026

Post Until: 03/24/2026

SUBJECT: 534-Intranasal Naloxone Hydrochloride Administration

Staff assigned to or supporting juvenile institutions are instructed to review and acknowledge the enclosed 534-Intranasal Naloxone Hydrochloride Administration Policy.

This directive Supersedes Directive 1486, issued on January 19, 2023.

The policy and procedures will be located on Prob-Net (Probation Manuals- [POLICIES, PROCEDURES, AND MANUALS-JUVENILE INSTITUTIONS MANUAL \(sharepoint.com\)](#)). If you have any questions or need clarification about this Directive, please contact your supervisor.


Guillermo Viera Rosa
Chief Probation Officer

02/24/2026

Date

Intranasal Naloxone Hydrochloride Administration

534.1 PURPOSE AND SCOPE

This policy establishes guidelines for officers, partner agencies, Community-Based Organizations (CBOs), and volunteers within juvenile institutions to carry only Department-supplied intranasal naloxone hydrochloride, observe, and identify needs, treat, and administer intranasal naloxone hydrochloride to a person who may be critically ill from an opiate overdose or ingestion.

534.1.1 DEFINITIONS

Fentanyl - A powerful synthetic opioid. It is a prescription drug that is also made and used illegally.

Opioid (narcotic) overdose - A result of an individual's exposure to an opiate narcotic pharmacological substance(s), e.g., heroin, morphine, oxycodone, hydrocodone, fentanyl, methadone, opium, Dilaudid, and Demerol.

naloxone hydrochloride - A medication that belongs to a class of drugs known as opioid antagonists. It works by blocking or reversing the effects of the opioid medication, including drowsiness, slowed breathing, or loss of consciousness. It is used to treat known or suspected opioid overdose in emergency situations.

Narcan - A brand name for naloxone hydrochloride.

Reversal- A reversal is defined as the person regaining normal breathing and consciousness after administering naloxone hydrochloride.

534.2 POLICY

It is the policy of the Department that officers assigned to or supporting juvenile institutions must be trained to recognize signs of an opioid overdose and may administer naloxone hydrochloride in accordance with mandated training guidelines for use in cases of a suspected acute opioid overdose.

Officers must adhere to all guidelines, procedures, policies, training, and product instructions relating to the inspection, storage, control, use, disposal, and destruction of naloxone hydrochloride.

534.3 GUIDELINES

- Officers must only carry and use Department-issued naloxone hydrochloride in juvenile facilities.
- Officers must follow the Department's established policy, procedures, and training

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protocol when administering naloxone hydrochloride and act with reasonable care and in good faith.

- Officers must retain discretion relative to deciding when they administer naloxone hydrochloride to a person experiencing/suspected of experiencing opioid-related overdoses.
- Officers must recognize and be aware of the signs and symptoms of possible opioid exposure.
- Department must provide naloxone hydrochloride for all officers to carry on their person and administer the mandatory training to all officers within juvenile institutions.
- Department must distribute naloxone hydrochloride to authorized officers when staff enter the facility and collect naloxone hydrochloride when officers leave the facility.

534.4 RESPONSIBILITIES

Officers may administer naloxone hydrochloride to a person observed to be in a possible opioid overdose or opioid distress.

The Superintendent or the authorized designee must immediately:

- Notify the Chief Probation Officer regarding the administration of naloxone hydrochloride.
- Notify the affected staff's authorized representative or respective agency.

534.4.1 OFFICERS

Officers must:

- Carry naloxone hydrochloride on their duty belt.
- Notify their supervisor or manager immediately to respond to the scene.
- Immediately notify the facility medical staff or Emergency Management Services (EMS).
- Complete a Special Incident Report (SIR). The SIR, along with any additional documentation, must be submitted by the end of the shift unless directed otherwise by a supervisor.
- Notify their supervisor to request the destruction and/or decontamination of contaminated clothing or equipment and arrange for a temporary clothing exchange, as applicable.
- Participate in a debriefing of the incident as directed by the director, supervisor, or

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the authorized designee.

534.4.2 DIRECTOR/ SUPERVISOR

- Respond to the scene
- Ensure that medical staff or EMS have been notified
- Complete all necessary notifications (if the youth is hospitalized):
 - Parent/legal guardian
 - Social worker
 - Attorney
- If it is suspected that clothing or any items on/in their possession have been contaminated, but the individual is not experiencing any respiratory distress:
 - Ensure Hazmat has been contacted, as applicable.
 - Arrange for a temporary clothing exchange and coordinate the destruction or decontamination of any contaminated clothing or equipment items, as applicable.
 - Ensure a SIR and any additional documentation are completed by the end of the shift.
- Conduct and/or take part in a debriefing of the incident
- Offer Peer Support to all Probation staff as needed.
- Report the administration of naloxone hydrochloride to the Superintendent or the authorized designee.

534.4.3 NALOXONE HYDROCHLORIDE PROGRAM COORDINATOR/DESIGNATED STAFF

- Order, receive, inventory, replace, issue, and dispose of naloxone hydrochloride and hazardous waste bags.
- Maintain naloxone hydrochloride supply and incident records.
- Schedule and maintain required training and records for staff.
- Issue Narcan to staff upon their arrival to the facility and collect their Narcan upon their departure.
- Maintain a log of naloxone hydrochloride that has been issued to any person. The log must include:
 - Person's name

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- Employee number (when applicable)
- Lot Number and expiration date
- Completion of mandated training
- Date Issued

534.5 PARTNER AGENCIES, CBOs, AND VOLUNTEERS

Carrying of Department-issued naloxone hydrochloride for partner agencies, CBOs, and volunteers is voluntary.

Upon arrival at the facility, if partner agencies, CBOs, and volunteers agree to carry naloxone hydrochloride, coordinators must ensure the individuals:

- Read the administration of naloxone hydrochloride direction sheet.
- Sign and receive a naloxone hydrochloride holster.
- Return naloxone hydrochloride and/or the belt holster before they depart the facility.

All partner agencies, CBOs, and volunteers in possession of Department-issued naloxone hydrochloride may administer naloxone hydrochloride to a person observed to be in a possible opioid overdose or opioid distress.

- Notify Probation staff immediately.
- Assist and complete all necessary reports.

534.6 INSPECTION, STORAGE, DESTRUCTION, AND DISPOSAL

- Staff must inspect their naloxone hydrochloride regularly for damage.
- If it is damaged or lost, staff must notify their supervisor/manager/program designee, detailing the circumstances.
- Staff must immediately return the damaged naloxone hydrochloride to the facility designee assigned to the program.
- Staff must not store the naloxone hydrochloride in extremely cold or hot temperatures for a long period of time or in direct sunlight.

534.6.1 DESTRUCTION OF USED NALOXONE HYDROCHLORIDE

Naloxone hydrochloride Program Coordinator must:

- Place used naloxone hydrochloride in hazardous waste bags and move them to the designated disposal site.
- Complete a SIR.

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- Issue replacement naloxone hydrochloride if applicable.

534.6.2 DISPOSAL AND DESTRUCTION OF CONTAMINATED ITEMS

Naloxone hydrochloride Program Coordinator must:

- Seal any contaminated clothing or items in a red hazardous waste bag provided by the Department and transport it to the designated decontamination or disposal site as applicable.