

## G009 LFD GENERAL GUIDELINES: NARCOTIC/BENZODIAZEPINE ACQUISITION AND DOCUMENTATION

### Background

1. The Laramie Fire Department ambulance service currently utilizes the controlled substances of Morphine Sulfate, Fentanyl, Diazepam (Valium), Ketamine and Midazolam (Versed).
2. Morphine sulfate and Fentanyl are FDA Schedule II narcotics and require rigorous security and documentation.
3. The following procedures are created with the intent of maintaining and documenting the necessary security for LFD/IMH narcotics and benzodiazepines utilized in the prehospital setting.

### Acquisition and Pyxis stocking

1. The LFD EMS Commander will ensure an adequate supply of controlled substances will be available for restocking ambulances in the Pyxis system.
2. The Pyxis supply of these medications will be obtained by EMS Commander who will be responsible for filing DEA paperwork.

### Dispensing to MS Units

1. The optimal stocking on each ambulance will be 4 vials (40 mg) of morphine, 4 vials (400mcg) of fentanyl, 1 Tubex (10mg) of Valium, (2) vials of Ketamine, and (2) vials of Versed.
2. When a medication is utilized and needs to be restocked on ambulance, the individual replacing stock is responsible for ensuring that the medication to be immediately stocked and secured inside the NarcBox.
3. The individual restocking the medication is also responsible for ensuring that the Narcbox is updated and counts are correct.

### Dispensing and security in MS Units

1. The NarcBox is to remain secured and locked, unless necessary for dispensing or restocking the contained medications.
2. The NarcBox will be updated with expiration dates and stocked levels of Medications any time a medication is used and/or restocked.
3. The NarcBox should be checked at tour change (48 hours) by the oncoming crew.
4. Any variance from this protocol should be reported immediately to the Shift Commander on duty. All individuals assigned to the ambulance in question are considered responsible for proper security of medications on board.

### Documentation

1. Any wasted or expired narcotics or benzodiazepines **MUST** be documented in the Narcotic waste Log located in the IMH ER next to the Pyxis system.
2. Any used narcotics or benzodiazepines **MUST** be documented in the NarcBox that contained the medications.
3. Any narcotics and benzodiazepines used for patient care must be documented in the electronic patient care report.
4. Appropriately adjust the Pyxis system when restocking ambulances with narcotics or benzodiazepines.