

TAKE HOME NALOXONE (THN): SUPPLY ORDER FORM

This form is only for primary sites that have been approved and registered with the Take Home Naloxone program. If you are a registered satellite site, please connect with your primary site directly to obtain supplies.

E-mail form to naloxone@bccdc.ca or fax to 604-707-2516

For queries, follow-ups or changes to orders E- mail naloxone@bccdc.ca

Please allow **10 working days for delivery**. Plan ahead to avoid shortages at your site.

Please fill in your site information in full to ensure there are no delays in processing.



INVENTORY COUNT (# OF THN IM KITS ON SITE): _____ kits		Please indicate if this order is an URGENT request	
INVENTORY COUNT (# OF THN IN KITS ON SITE): _____ kits		There has been a recent site or contact change	
Full Site Name:		These supplies are not intended for staff use	
Site ID #:		Date Submitted:	
Primary Contact Name:		Delivery Days:	
Shipping Address (<i>street number, street name, street type, direction, unit, floor, city, postal code</i>):		Delivery Times:	
		Email:	
		Phone Number:	
Products	Contents	Unit of issue	Quantity Ordered
Completely Assembled Intramuscular THN Kit (For distribution to clients only. <u>Not</u> for staff use)	1 x Black case 3 x Naloxone, 0.4 mg/mL, 1 mL ampoules 3 x Vanish Point® 3 mL syringes 1 x Amber medication bottle with label 3 x Plastic ampoule breakers 1 x Pair of non-latex gloves 1 x Individual breathing mask 3 x Alcohol swabs	1 kit	_____ Kits (minimum order 25 kits)
Intramuscular Naloxone Replacement Bottles (To refill clients used or expired THN kits)	3 x Naloxone, 0.4 mg/mL, 1 mL ampoules 1 x Amber medication bottle with label 3 x Plastic ampoule breakers	1 bottle	_____ Bottles (THN kit refills only. <u>Not</u> for staff use or FORB refills)
Intramuscular Mock Kit (For demonstration purposes only. <u>Not</u> for distribution or hands on training)	1 x Black Case 3 x Water ampoules, 1 mL (Distilled water) 3 x Vanish Point® 3 mL syringes 1 x Amber medication bottle with label 1 x Pair of non-latex gloves 3 x Alcohol swabs 1 x Individual breathing mask	1 kit	_____ Kits (maximum order 5 kits)
Completely Assembled Nasal THN Kit (For distribution to clients only. <u>Not</u> for staff use)	1 x Black case 2 x Naloxone, 4 mg/0.1mL, Nasal Devices 1 x Pair of non-latex gloves 1 x Individual breathing mask	1 kit	_____ Kits (minimum order 25 kits)
		Available Quantities	Quantities Ordered
Loose Supplies (Replacement supplies for used THN kits or for hands on training purposes)		Vanish Point® 3 mL syringe	100 200 300
		Plastic ampoule breakers	100 200 300
		Water ampoules, 1 mL	100 200 300
		Individual breathing mask in pouch (For THN kit refills ONLY, not for training)	1 Mask
		Responding to a Drug Poisoning Brochure – English	50 100 150 200 250 300
		Bag non-latex gloves (50 pairs per bag)	1 Bag
		Good Samaritan Drug Overdose Act Wallet Cards – English	50 100 150 200 250 300

Recommended Training Resources - Training is inclusive of both intramuscular and intranasal naloxone

For a complete list of training resources, visit <https://towardtheheart.com/naloxone-training>

- Resources for Trainers - <https://towardtheheart.com/resources-for-trainers>
- Video: Save Me Steps to Save a Life - <https://towardtheheart.com/resource/save-me-steps-to-save-a-life/open>
 - This video can be downloaded directly from the link provided
- Online Training Tool - <https://naloxonetraining.app/>
 - This quick, self-guided training tool can support training individuals who are receiving a THN kit and is recommended for anyone to receive refresher training.

General Notes about Supplies

- To receive Take Home Naloxone supplies, sites must be registered with the THN program. To learn more, visit <http://towardtheheart.com/naloxone>. This form is only for approved primary sites. **If you are a registered satellite site, please connect with your primary site directly to obtain supplies.**
- Any changes to supplies will be posted on <https://towardtheheart.com/sites>.
- Check the expiry of your kits before dispensing to clients and use older supplies first. Remember: First In, First Out (FIFO)
- Naloxone within 3 months of expiration should not be dispensed to clients. When a naloxone lot is due to expire, the BCCDC will send out an email with information on how to replace the contents of your kits and boxes. Updates will also be posted on www.towardtheheart.com.
- Which naloxone should you distribute? A guide for service providers – <https://towardtheheart.com/resource/which-naloxone-should-you-distribute/open>
- [Naloxone FAQ](#)

BCCDC Weekly Processing

- To order supplies, fill out the Take Home Naloxone Supply Order Form and email it to naloxone@bccdc.ca or fax it to 604-707-2516. **For queries, follow-ups, or changes to orders, please e-mail naloxone@bccdc.ca.**
- Please complete all site information fields, as well as indicating any changes to contact information to avoid delays in processing (or email any site updates to naloxone@bccdc.ca using the [Update Site Details form](#)).
- **Orders are processed every Thursday.** For timely processing, we recommend submitting your order by Wednesday end-of-day. All orders received after the cut-off time of 11:59pm on Wednesday will be processed the following week.
- The supplies will be packaged at the BCCDC pharmacy. **Delivery is expected to be up to 10 working days from the Thursday processing date.**
- **Receiving Supplies:** Please check your order upon receipt. Ensure that you have received the correct quantities and that the supplies reach you in good condition. If you notice any discrepancy, or have any questions or concerns about the distribution of take home naloxone supplies, please email naloxone@bccdc.ca

How Much to Order

- We suggest that sites order on a monthly basis to avoid a surplus of stock that may go unused or expired. For high volume sites, we recommend ordering weekly as and when needed.
- Naloxone has an expiry window of about 2 years. To ensure that clients are given naloxone kits that have the longest possible shelf-life, we encourage sites to order enough supplies to distribute for 2-3 months.
- Minimum order is 25 kits. Please contact naloxone@bccdc.ca for consideration of smaller order requests. Large orders over 150 kits may be split over multiple processing weeks.
- For intramuscular naloxone training, we recommend ordering 1 syringe, 1 water ampoule, 1 ampoule breaker, 1 OD survival guide brochure and 1 GSDOA wallet card for every kit ordered so staff can train clients. Sites training a large number of staff or family/friends of clients should order additional training supplies as needed. Smaller sites may order smaller quantities of loose supplies. **Please note that masks are not available for hands-on training purposes.**
- The BCCDC does not recommend auto distribution of kits at training events. Instead, we encourage trainers to direct individuals to the Toward the Heart site finder: <https://towardtheheart.com/site-finder>
- **The BCCDC may contact your site if:** Your order is unusually large or small; Order requests that are out of scope