



STATE OF MICHIGAN

GRETCHEN WHITMER
GOVERNOR

DEPARTMENT OF HEALTH AND HUMAN SERVICES
LANSING

ROBERT GORDON
DIRECTOR

August 30, 2019

Dear Registered Pharmacist-in-Charge,

Thank you for partnering with the Michigan Department of Health and Human Services to support **Free Naloxone Day** on Saturday, September 14th, 2019. MDHHS is providing free naloxone to Michigan residents as part of our commitment to combatting the opioid epidemic in our state.

We appreciate your pharmacy agreeing to participate by providing the free naloxone MDHHS is making available to you. Individuals who visit your pharmacy on September 14th will be able to receive this naloxone anonymously and at no cost.

This letter will serve as your instructional document. Please review it and sign the enclosed Certification of Compliance indicating that you have read and agree with all instructions.

Free Naloxone Day Program Requirements

1. Review This Letter and Submit Certification of Compliance Form
 - a. If you have not already done so, you must identify a pharmacist or pharmacists to be on duty from the time the pharmacy opens throughout the time that the supply of MDHHS-provided naloxone is available on September 14. All participating pharmacists must review complete the Certification of Compliance form, agreeing to comply with the rules of the program. Only licensed pharmacists are permitted to distribute naloxone through this program. These forms must be submitted via email to: MDHHS-BHDDA@michigan.gov or via fax to 517-335-2121.
2. Distribute and Post Program Materials
 - a. Prior to September 14, you will receive a package of print materials from MDHHS, including promotional posters, a tracking sheet, and a return address label. You will also receive the tracking kit and posters via email.
 - b. The promotional posters must be placed in store areas visible to costumers in advance of Free Naloxone Day. At least one poster must be placed at the store entryway with another placed at or near the pharmacy counter. To the extent feasible, we also encourage outside signage.
3. Distribute Naloxone and Complete the Tracking Form
 - a. The Naloxone Distribution Record tracking form is required to participate in Free Naloxone Day. This form will track the number of kits you received and the number of kits you distributed. Any remaining units must be returned to MDHHS.

- b. When distributing kits, please note that:
 - i. Naloxone supplied by MDHHS must be kept segregated from any current stock of naloxone in your pharmacy.
 - ii. You must NOT ask for or record any recipient's name, insurance status/ information, or any other identifying information. Ask if the person requesting is 14 years or older and if they affirm, then naloxone may be distributed.
- 4. Return Unused Supply and Tracking Form to MDHHS
 - a. On September 16, you must submit the Naloxone Distribution Record, along with any additional log sheets, to MDHHS. You may either email the documents to MDHHS-BHDDA@michigan.gov, fax them to 517-335-2121 (attn: Angie Smith-Butterwick), or mail a hard copy to Angie Smith Butterwick, Office of Recovery Oriented Systems of Care, 320 S Walnut, Lansing, MI 48913.
 - b. Should your pharmacy have remaining units of MDHHS-provided naloxone, you must ship them back to MDHHS at the address above on September 16, 2019. You will be provided with a shipping label.
 - i. If you are returning units you may include the hard copy record, log sheets, and compliance certification in the same package.

Thank you for participating in this important initiative. With your support, many more individuals and families in Michigan will have access to life-saving naloxone.

Sincerely,



Jeff Wiefelrich, MA, LLP

Director

Bureau of Community Based Services

Behavioral Health and Developmental Disabilities Administration