

ONEbox[®]

ONEbox[®] Flex - Quick Start & Operational Instructions

Purpose

Thank you for purchasing the ONEbox[®] Flex and being prepared to save lives!

The ONEbox[®] Flex is a durable, lightweight, and transportable emergency opioid overdose reversal and rescue kit designed to promote safety by assuring that individuals have the on-demand training needed to respond to an overdose emergency through bystander intervention.



This standard Operating Procedure (SOP) provides guidance on how to install and maintain your ONEbox[®] Flex and its contents. We at the West Virginia Drug Intervention Institute recommend that purchasers follow the procedures outlined herein to guarantee the ONEbox[®] Flex's functionality.

ONEbox[®] Flex Checklist**

- Three PPE Kits (with CPR mask, gloves, and wipes)
- Written (readable) naloxone administration instructions
- A QR code linked to the 1-minute bi-lingual emergency video and the 5+minute training video, the same emergency video as the ONEbox[®] Classic.
- You can purchase ONEbox[®] Co-location to update the Flex with a high-resolution video screen.
- Tagging system

***Please note that the ONEbox[®] Flex does **NOT** contain intranasal or other formulations of naloxone. The purchaser is responsible for providing this life-saving medication and placing it in the box before installation, following all protocols for their respective state standing order for naloxone distribution. Organizations needing advice on obtaining free or low-cost naloxone should visit us at www.wvdii.org/onebox or call (681) 205-2287.*

DO NOT place any other items in the ONEbox[®] Flex except for the intranasal naloxone. Doing so could delay the ability for emergency response.

Scope

Facility maintenance staff or a responsible individual at the participating location should be designated to install the ONEbox[®] Flex with the **Installation Procedures** outlined below.

Your ONEbox[®] Flex will ship shrink-wrapped or with a sticker indicating that no product (naloxone) is inside.

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Functionality

Before placing YOUR naloxone in the ONEbox[®] Flex and installing it, you will want to check for functionality.

1. Remove the sticker and open the shipper box
2. Remove the shrink-wrap
3. Open the ONEbox[®] Flex
4. Scan the QR code, ensure it is active, and directs you to the training video.
5. Check for 3 PPE Kits containing a mask, gloves, and wipes.

Placing Naloxone Product Inside ONEbox[®] Flex

1. Before installation, open ONEbox[®] Flex and place one box of intranasal naloxone inside (as shown in the photos below).
 - a. Be sure to use the original naloxone package inside ONEbox[®] Flex.
 - b. It is not recommended that the blister packs be removed from the original packaging.
2. Place ONE PPE inside ONEbox[®] Flex (the remaining PPE should be stored for later use)
3. Close ONEbox[®] Flex
4. Secure with Green Tag and proceed to installation (see below)



Installation Procedures

1. Find a proper location for ONEbox[®] Flex.
 - a. Suggested are places where large groups of people tend to be or near other emergency response mechanisms. ONEbox[®] Flex should be easily visible and accessible, meeting all requirements of the ADA (Americans with Disabilities Act). In addition to home use, you might consider placing a ONEbox[®] Flex in an employee break room, behind a restaurant bar, on each library floor, or in campus residence halls.
 - b. Consider placing your ONEbox[®] Flex near other emergency response devices, such as fire extinguishers, first aid kits, or AEDs (defibrillators), for easy access during an opioid overdose emergency.
2. Install the ONEbox[®] Flex
 - a. The ONEbox[®] Flex can be affixed to a wall with nails, screws, or mounting materials appropriate to your home or facility. (Tools and parts for installation are NOT included)

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with the ONEbox[®] Flex). The ONEbox[®] Flex handle is designed to allow you to mount it while leaving space for easy removal.

- b. You may also choose not to affix the ONEbox[®] Flex to a structure and instead store it in a dry, climate-controlled space.
- c. You may also choose to store the ONEbox[®] Flex in a vehicle. If so, we recommend the driver remove the box daily to avoid extreme temperature changes.
- d. Do not store at or above 40° C (104°F), do not freeze, and protect from light.

Maintenance

After installation, we recommend one person per location to fulfill the responsibilities outlined below. This could be any designated staff member, volunteer, or individual at the participating location. The point person at the location should inspect the ONEbox[®] Flex at least **once a month**, as outlined below.

1. We recommend using training mode to train all staff or individuals who may need to access the box BEFORE installation and BEFORE naloxone is placed inside the box.
2. Place your naloxone product in the box and seal it with one of the security tags provided. This will start the monthly expiration checking process.
3. The expiration date should be checked every month, and the tag should be replaced to indicate that this has been done. Most formulations of naloxone expire between two and three years.
 - a. If the naloxone expires, you must replace it with an additional product.
 - b. If the PPE Kit needs to be replaced, please contact WV DII at (681)205-2287 for a free refill.
4. If the naloxone gets used, the product must be replaced, and the tag cycle should start over. The tags will need to be restocked annually by contacting us for replacements (at a small cost).

When possible, report the use of naloxone to your local Poison Control Center. If the ONEbox[®] Flex point person is present at the time of the opioid overdose event, it is usually required by state or local law that they report Naloxone use.

- Poison Control Center: 1-800-222-1222 *(Please note: Some state laws require that naloxone administration be reported and can be confidential. We encourage all purchasers to review and become familiar with their state's current naloxone order.)*

Definitions

ONEbox[®] Flex: an opioid overdose rescue kit that contains a QR code for video naloxone instructions, a written naloxone administration card, installation hardware, tags, and three PPE Kits (mask, sterile gloves, and sanitary wipes).

Naloxone: An opioid antagonist medication administered to reverse an opioid overdose.

Opioid: A class of drugs that work to relieve pain and can be harmful/deadly if misused. Opioids include prescription drugs (morphine, hydrocodone, oxycodone, carfentanyl, fentanyl, meperidine, tapentadol) and non-prescription drugs (fentanyl, heroin, etc.).



Opioid Overdose: This occurs when an individual consumes more of an opioid drug than their body can handle.

QR Code: A code that can be scanned via smartphone and will lead to a website.