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**Date:** 3/23/2018 3:46:18 PM  
**Subject:** Updated guidance for medical emergencies and administering naloxone

Greetings Mayor and Council

Please find below a communication that was sent to our Managers across the City today regarding our staff's use of naloxone while at work.

Please let me know if I can provide additional information.

Best

Sadhu

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Good day,

After some recent questions about staff responding to medical emergencies and administering naloxone, we would like to update you with new information on guidance for staff.

As you know, we are committed to providing a safe and healthy workplace for our staff. This includes supporting staff if they are faced with medical emergencies, including opioid overdoses that they feel compelled to respond to.

Whereas previously we responded to opioid overdoses at designated sites with City trained staff, we now recognize some staff have independently sought first aid and naloxone training, have their own naloxone kits and may wish to be a volunteer responder at other sites in emergency situations. **Considering this, I am pleased to inform you that the City has changed its guidelines to support employees who have obtained training on their own initiative and elect to administer naloxone in response to a suspected opioid overdose.** As in all circumstances, it is expected that employees act safely and within the limits of their knowledge, training and competence. More detailed guidelines are provided below.

**\*Please share this and speak about it, with your staff, keep an eye out for an upcoming Safety Talk on the subject, and refer any questions to the Occupational Safety Specialist or Safety Superintendents for your work area. \***

**If there is a medical emergency at work:**

While unlikely, we recognize there may be occasions where employees find themselves involved in an unexpected incident or medical emergency. Their first instinct may be to help others in need. However, it is important that if they find themselves in any emergency situation they:

- First assess the environment and ensure it is safe;
- Ensure that they or someone close to them has contacted Security or 9-1-1; and
- Only then should they consider assisting within their abilities, if it is safe to do so.

**\*There is no expectation that any employee puts their own safety at risk.\***

When delivering any type of emergency care on a voluntary basis it is important that employees only act when safe and within the limits of their knowledge, training and competence.

**Concerns about personal implications:**

It is possible that some employees may be concerned that their actions will have implications on their employment. We recognize an act that is done in good faith, such as responding to a person in need, is appropriate. When safe, we support acts that are done in good faith, within our employees' abilities, where our employee is acting to protect our interests and the interests of our patrons during an emergency.

We have been speaking with WorkSafeBC, about limitations and responsibilities in medical emergencies, and they recognize it is impossible to lay down fixed rules covering every detail of people's interactions and experiences in the workplace. Therefore, an act that is done in good faith for the purpose of the employer's business may form part of a worker's employment, even if not specifically authorized by the employer. This means an injury may be considered to arise out of and in the course of the employment if the worker is acting to protect the employer's interests during an emergency. This may include protecting the employer's property or protecting an individual who is associated with the employment, such as a fellow worker or patron.

**What to do if an employee is affected during an emergency:**

In the unlikely event of an injury or illness happening to someone as a result of responding to an incident or emergency, the employee is required to immediately report all details to their Manager / Supervisor / designated First Aid Attendant. This must occur before the employee leaves the worksite on the day of injury by completing a WorkSafeBC Worker's Report of Injury or Occupational Disease to the Employer (6A) [form](#) (Doc/2014/194990).

**You, as the Manager or Supervisor, must follow the City's WorkSafeBC Claims Management and Incident Investigation [process](#).**

If you have any questions or require clarification, please reach out to the Occupational Safety Specialist or Safety Superintendent for your work area.

Thank you,