



OFFICE OF THE COUNTY SHERIFF
Montgomery County, Maryland
Raymond M. Kight, Sheriff



GENERAL ORDERS/PERSONNEL PROCEDURES

Subject: Distribution of First Responder Prophylactic Medications	Number: 2.13.A	Effective Date: 10/21/05
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Purpose: To assist the Montgomery County Department of Health and Human Services in the distribution of prophylactic medications, ("Bio-Pack"), to deputies who elect to participate in the program.

Contents:

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- II. Medication
- III. Distribution and Replacement Process**
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I. Introduction to the Bio-Pack Program

- A. Deputies may be first responders to a biological incident, and as such, there is the possibility of infection by one of the pathogens released. If this occurs, it is critical that deputies have access to appropriate medications as soon as possible. In February 2003, the Sheriff's Office, in partnership with the Montgomery County Department of Health and Human Services, implemented the "Bio-Pack Program" to distribute prophylactic medications *in order* to establish a measurable degree of preparedness in the event of a bio-terrorism incident.
- B. Participation in this program is voluntary and deputies may elect not to participate in the program and are free to seek medical advice and assistance from their personal physicians.

II. Medication

- A. Each Bio-Pack contains a bottle of medication and separate instructions regarding how and when to use the medication. Please note that the issued bottles of medications are labeled with dose information, however, deputies must disregard these instructions and follow only the instructions provided by the County Health Officer.

- B. This medication is the most appropriate immediate treatment therapy for exposure to a bio-terrorism agent as the proper medication and dosage can only be determined after the specific agent is identified. This medication should be effective in treating most biological pathogens except for smallpox and those diseases caused by viruses. Smallpox and viruses will be addressed in the future as programs are developed.
- C. *This medication* has a shelf life of approximately two and one half (2 ½) years.

III. Distribution and Replacement Process

- A. *Each deputy electing to participate in this program will attend a clinic where they can receive new medication or have the expired medication in their Bio-Pack replaced.*
- B. *Prior to the distribution, each deputy will be required to complete a Health Screening/Consent Form. A nurse will review the completed consent form with the deputy and complete a physical assessment to ensure that there are no medical reasons why they should not be able to take the prescribed medication.*
 - (1) *Once the deputy is cleared, they will receive their new medication.*
 - (2) *Any deputy not cleared to receive medication will be referred to Occupational Medical Services (OMS) for a follow-up review.*
- C. Future distributions *of medication* will be provided by OMS.

IV. Storage and Security

- A. Bio-Packs are issued equipment and must be treated in accordance with General Operation Procedure 3.05, Issued Equipment/Uniforms.
- B. Deputies must keep one (1) Bio-Pack at work in a secure location (i.e., locked locker, locked desk, etc.) and one (1) Bio-Pack at their residence in a secure, cool, and dry location. This will ensure that deputies will have immediate access to the medication regardless of where they are when notified to utilize it.
- C. At home, avoid storing the medication in bathrooms and kitchens, as these areas tend to harbor too much humidity for long-term storage. Additionally, the medication is temperature sensitive and cannot be stored in a vehicle. Recommended storage areas include "tacking" the pack to a high shelf in your clothes closet.
- D. The medication must remain sealed until directed to utilize it by the County Health Officer, as premature exposure to air may reduce the shelf life. The medication is packaged in a container that is normally used to store pills until they are divided into smaller packages, the bottle is sealed and is difficult to open, however, the container

is not childproof and deputies must remember to store this and all other medication out of the reach of children.

V. **Bio-Terrorism Incident**

- A. In the event of a bio-terrorism incident, which requires the utilization the Bio-Pack, the County Health Officer will provide the Sheriff's Office with specific instructions regarding the dosage, frequency and any other pertinent information. These instructions will be provided to deputies expeditiously, through the chain of command.
- B. Deputies are again reminded to disregard the instructions on the bottle label and follow only the instructions provided by the County Health Officer.

VI. **Distribution of Prophylactic Medications Checklist**

- Complete a Health Screening / Consent Form.
- Attend a briefing session conducted by a Montgomery County Public Health Nurse.
- If medically cleared, receive two (2) Bio-Packs.
- Properly store the Bio-Packs.
- Work
- Home
- In the event of a bio-terrorism incident, follow the instructions of the County Health Officer.
- Exchange medication during periodic physical examination or as instructed.
- Report any lost or stolen medication.
- Return all issued medication prior to separating from the Sheriff's Office.

VII. **Cancellation**

This directive cancels and replaces Office Memoranda 03-01, effective 01/30/03. Shred replaced directive.

AUTHORITY:


Raymond M. Kight, Sheriff
10/21/05