

MEMORANDUM OF UNDERSTANDING
Between Oklahoma County Criminal Justice Authority and
The Oklahoma Department of Mental Health and Substance Abuse Services

AGREEMENT TO PROVIDE OVERDOSE EDUCATION & NALOXONE DISTRIBUTION TRAINING & OVERDOSE REVERSAL KITS

This Agreement is entered into this 10th day of October 2024, by the Oklahoma County Criminal Justice Authority (hereinafter referred to as “OCCJA”) and the Oklahoma Department of Mental Health and Substance Abuse Services (hereinafter referred to as “ODMHSAS”) and will remain in effect for up to 1 year from this date as funding allows. This agreement may be terminated by either party by providing at least 30 days’ written notice.

Purpose and Objectives of Agreement/Project

This Agreement reflects the understanding of OCCJA and ODMHSAS regarding the ODMHSAS’s sponsorship of an overdose education and naloxone distribution (OEND) training course for OCCJA and provision of overdose reversal kits. This Agreement will:

- Build a working relationship between the organizations with a common goal of reducing the number of opioid overdose injuries and deaths.
- Provide OCCJA access to overdose reversal kits for distribution to persons at risk of witnessing or experiencing opioid overdose.
- Provide OCCJA training in OEND.
- Provide OCCJA appropriate forms for documenting the utilization of any other harm reduction tools provided by the ODMHSAS.

Responsibilities of ODMHSAS

- 1.) Sponsor and conduct OEND training courses as mutually agreed for OCCJA staff.
- 2.) Provide all necessary equipment and materials for trainings.
- 3.) Provide OCCJA appropriate access to data collection systems for documenting staff training and the distribution of each overdose reversal kit and/or other harm reductions tools.
- 4.) Provide OCCJA appropriate forms for documenting the utilization of each overdose reversal kit.
- 5.) Aid in the development of an overdose risk assessment and kit distribution workflow and provide naloxone for distribution to people at risk of experiencing or witnessing an overdose as determined by brief screening and/or known overdose injury.

Responsibilities of OCCJA

- 1.) Properly train all identified personnel for the distribution of overdose reversal kits.
- 2.) Document the training of personnel and report into the ODMHSAS data collection system.
- 3.) Develop and adopt a workflow or policy for risk assessment, overdose education, and naloxone kit distribution for people at risk of experiencing or witnessing overdose.
- 4.) Distribute overdose reversal kits for their intended purposes.
- 5.) Document the distribution of each overdose reversal kit using the data collection system provided by the ODMHSAS; develop method to document services in electronic medical record and billing system for sustainability.
- 6.) Document the utilization/distribution of additional harm reduction tools using forms provided by the ODMHSAS and remit completed forms to the ODMHSAS for managing data.
- 7.) Return all undistributed overdose reversal kits upon termination or expiration of this agreement to ODMHSAS.
- 8.) Identify methods to coordinate the project in accordance with all relevant laws/rules and sustain the project in the event the ODMHSAS is unable to renew the agreement.

Contact Personnel

- The ODMHSAS liaison for this Agreement is Gary Shepherd, (405) 985-9796, Gary.Shepherd@odmhsas.org.
- The OCCJA liaison for this Agreement is Crystal Ross, (405) 713-1934, crystal.ross@okcountycdc.net.

Oklahoma Department of Mental Health and Substance Abuse Services

Signature:  _____ Date: 10/14/2024
Durand Crosby
Title: Senior Deputy Commissioner

Oklahoma County Criminal Justice Authority

Signature: _____ Date: _____
Print name: _____
Title: _____