

# Cardiac Emergency Response Team and Plan

## Cardiac Response Team:

Cardiac Emergency Response Team Coordinator: April Jones, RN

Front office: Stephanie Heckmaster-Contact Family of event

Call 911: Ashley Lambeth/Missy Cobine/Stephanie Heckmaster

Start CPR: April Jones

Documentation: Melinda Feather/April Jones

Get the AED: Missy Cobine/Dusty Feather

Meet EMS: Dusty Feather/Melinda Feather

Perform Crowd Control: Lori Robinson/Korey Gordon

Back up responders: Celsey Brown, Jenna Phelps, Cassie Ginger

## Location of AED:

Behind door to gym entrance, Fema Gym on wall in lobby

## Steps to follow during cardiac emergency:

1. If cardiac arrest is suspected, the teacher/staff closed to victim alerts front office and nurse of a "Code AED" in room\_\_\_\_\_. If student is unresponsive begin CPR.
2. Front office announces alert: "Code AED in \_\_\_\_\_ classroom, gym, weight room, baseball field, cafeteria, etc. AED team report to location immediately. All staff should contain their students in current classroom until further notice." Designated person will call 911, providing school address 214 South 11<sup>th</sup> Street, Sarcoxie and give patient condition. Front office staff and the Meet EMS team will facilitate access to the patient for arriving EMS personnel by specifying which door to enter. The Meet EMS person will be waiting for EMS to arrive and escort them to the exact location of the patient.

- a. In the event that classroom teachers are members of the cardiac emergency response team, they will need a pre-established backup plan to cover their classrooms.
  - b. It is assumed that teachers will have means to communicate, either by intercom, cell phone or walkie talkie, no matter where on the school grounds they may be.
3. All team members will report immediately to patient. The Get AED member should retrieve the AED en route to the scene, leaving the AED cabinet door open; the alarm typically signals other team members that the AED has been retrieved.
4. If CPR has not been initiated, then the closest CPR certified person begins CPR. If no one is present that has been trained, perform Hands Only CPR by pushing hard and fast in center of chest. Goal is 100 compressions per minute.
5. When the AED is brought to patient's location, press the power-on button, attach the pads to the patient as shown in the diagram on the pads and follow the AED's visual and audible prompts. If shock is needed, the AED will deliver one or more shocks. Continue CPR until the patient is responsive or EMS arrives and takes over.
6. The Documentation member brings walkie-talkie or cell phone to communicate with office and documents events. It should be noted the time event occurred, when CPR was started, when and if the AED delivered a shock(s), when EMS arrived and patient's condition when EMS arrived.
7. Do not turn off or remove AED from patient. Ask EMS if they have a method to download information of event from AED or consider sending AED with EMS to nearest hospital so that record of event is available for emergency room physicians.
8. Crowd control is maintained by staff not directly involved in resuscitation.
9. Front office staff should

- a. contact parent/guardian
- b. if available, a copy of the patient's face sheet should be sent with EMS
- c. contact school district administration and other appropriate departments per school district's policy
- d. Upon transport of victim by EMS, front office should announce "Code AED all clear. Staff may resume normal schedules."