

Cardiac Emergency Response Plan (CERP) Protocol

USD #212 / Northern Valley Schools

Sudden cardiac arrest events can vary greatly. All staff and Cardiac Emergency Response Team (CERT) members must be prepared to perform the duties outlined below. Immediate action is crucial to successfully respond to a cardiac emergency. Consideration should be given to obtaining on-site ambulance coverage for high-risk athletic events. One should also identify the closest appropriate medical facility that is equipped with advanced cardiac care.

Follow these steps in responding to a suspected cardiac emergency:

- 1) **Recognize the following signs of sudden cardiac arrest** and act quickly in the event of one or more of the following:
 - a. The person is not moving, unresponsive, or unconscious.
 - b. The person is not breathing normally (has irregular breaths, gasping or gurgling, or is not breathing at all).
 - c. The person may appear to be having a seizure or is experiencing convulsion-like activity. Cardiac arrest victims commonly appear to be having convulsions. If the person is having a seizure without a sudden cardiac arrest an AED will not deliver a shock.
 - d. If the person received a blunt blow to the chest, this can cause cardiac arrest, a condition called commotio cordis. The person may have the signs of cardiac arrest described above and is treated the same.
- 2) **Facilitate immediate access to professional medical help:**
 - a. Call 9-1-1 as soon as you suspect a sudden cardiac arrest. Provide the facility address, cross streets, and patient's condition. Remain on the phone with 9-1-1. (Bring your mobile phone to the patient's side and put on speaker if possible.) Give the exact location and provide the recommended route for ambulances to enter and exit and escort emergency responders to the victim.
 - b. Immediately contact the members of the Cardiac Emergency

All CERP resources and materials are available at heart.org/CERP

Response Team (CERT) using your facility's designated communication system (i.e. Phones, runners, walkie talkies).

- c. If you are a CERT member, proceed immediately to the scene of the cardiac emergency.

3) **Start CPR as soon as possible.** The first person who can start CPR should begin immediately and, if additional bystanders are available, other tasks can be delegated.

- a. Begin continuous chest compressions and have someone retrieve the AED if not at the scene. Referred to the *Act Now. Save a Life.* (Simplified Adult Basic Life Support) graphic below.
- b. Press hard and fast in the center of the chest, at 100-120 compressions per minute. (Faster than once per second, but slower than twice per second.) Use 2 hands: The heel of one hand and the other hand on top (or one hand for children under 8 years old), pushing to a depth of at least 2 Inches (or 1/3rd the depth of the chest for children under 8 years old).
Follow the 9- 1-1 telecommunicator's instructions, if provided.
- c. If you are able and comfortable giving rescue breaths, please use a barrier and provide 2 rescue breaths after 30 compressions.

4) **AED Access.** The person who can retrieve the AED the fastest (ideally in route to the scene) should get it to the site and leave the AED cabinet door open as a signal that the AED. was retrieved.

5) **Additional communication measures**

- a. Give the exact location of the emergency. ("Mr. /Ms. __ Classroom, Office or Room#, gym, football field, cafeteria, etc."). Be sure to let EMS know which door to enter.
- b. Assign someone to go to that door to wait for and flag down EMS responders and escort them to the exact location of the patient.

6) **Use the nearest AED.**

- a. When the AED is brought to the patient's side, press the power-on button, and attach the pads to the patient as shown in the diagram

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on the pads. Then follow the AED's audio and visual instructions. If the person needs to be shocked to restore a normal heart rhythm, the AED will deliver one or more shocks. Be familiar with your school's AED and be aware if you will need to press the shock button or if it will deliver automatically.

- i. *Note:* The AED will only deliver shocks if needed; if no shock is needed, no shock will be delivered.
- b. Minimize interruptions of compressions when placing AED pads to patient's bare chest.
- c. Continue CPR until the patient is responsive or a professional responder arrives and takes over. Make sure to rotate individuals doing compression to avoid fatigue.
- d. Do not remove AED pads even if the patient regains consciousness - the pads should be left in place until handoff to EMS occurs. This precaution is necessary in case the patient has a relapse.
- e. If the AED is used, be sure to have a plan to download the data, store the data, and deliver to the patient's cardiology care team.

7) Transition care to EMS.

- a. Once EMS arrives, there should be a clear transition of care from the CERT to EMS.
- b. Team focus should now be on assisting EMS safely out of the building / parking lot.
- c. Provide EMS a copy of the patient's emergency Information sheet.

8) Action to be taken by Office / Administrative Staff.

- a. Confirm the exact location and the condition of the patient.
- b. Activate the Cardiac Emergency Response Team and give the exact location.
- c. Confirm that the Cardiac Emergency Response Team has responded.
- d. Confirm that 9-1-1 was called. If not, call 9-1-1 immediately.
- e. Assign a *staff* member to direct EMS to the scene.
- f. Perform "Crowd Control" -directing others away from the scene.

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- g. Notify other staff: school nurse, athletic trainer, athletic director, safety director, safety manager, leadership, sports facilities manager, etc.
- h. Plan for ongoing coverage following an emergency response in case a subsequent event occurs.
- i. Consider having the people (e.g., *staff*, students) stay in place (e.g., delaying class changes or hallway traffic, services provided, dismissal, recess, or other changes) to facilitate CPR and EMS functions.
- j. Designate people to cover the duties of the CPR responders.
- k. Copy the patient's emergency information for EMS.
- l. Notify the patient's emergency contact (parent/guardian, spouse, etc.).
- m. Notify faculty and students, staff, employees, and sports attendees when to return to the normal schedule or services.
- n. Contact organization leadership (e.g., school district administration), human resources and/or other facility management (e.g., sports facility management).

9) Debrief

- a. Discuss the outcome of the cardiac emergency. This shall include but not be limited to a summary of the presumed medical condition of the person who experienced the cardiac emergency to the extent that the information is publicly available. Personal identifiers should not be collected unless the information is publicly available.
- b. An evaluation of whether the CERP was sufficient to enable an appropriate response to the specific cardiac emergency. The review shall include recommendations for improvements to the Plan and in its implementation if the plan was not optimally suited for the specific Incident. The post-event review may include discussions with medical personnel (ideally through the organization's medical counsel) to help in the debriefing process and to address any concerns regarding on-site medical management and coordination.
- c. An evaluation of the debriefing process for responders and post-event support. This shall include the identification of aftercare services including crisis counselors.

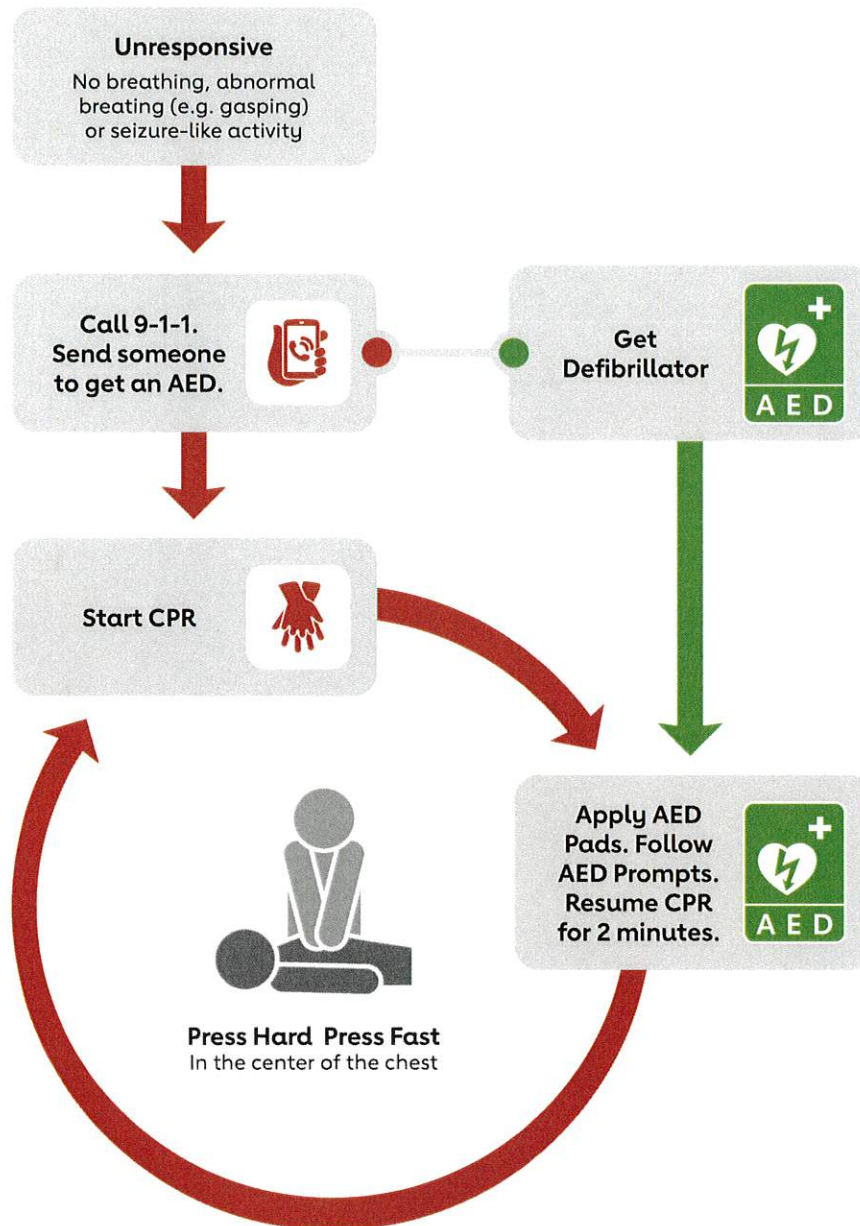
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Tips

This document should be posted everywhere, and everyone should be familiar with this as it summarizes the Cardiac Emergency Response Protocol.

Act Now. Save a Life.

Follow these steps to take action.



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Cardiac Emergency Response Plan (CERP) Summary

USD #212 Northern Valley Grade School

Who is responsible for leading the efforts of cardiac emergency response in the organization? The Cardiac Emergency Response Team (CERT) is a group of staff members who have current CPR and AED training and are designated to respond to and provide basic life support during a cardiac emergency. They also plan, implement, and evaluate the Cardiac Emergency Response Plan (CERP).

CERT Coordinator: Ken Tharman (Superintendent / HS Principal / AEMT)

CERT Members:

- Angie Knuth
- Max Boehler
- Shelby Preston

Where are the Automatic External Defibrillators (AEDs) Located?

An automated external defibrillator (AED) is a portable device that helps people who have a sudden cardiac arrest. AEDs save lives. They are an important part of responding to cardiac arrest. There should be an AED within 3 minutes of any location.

Your Cardiac Emergency Response Team (CERT) and other staff or volunteers are trained and certified on how to use an AED. The CERT also coordinates the AED placement and maintenance.

The nearest AED to this location is: By the girls' bathroom in the cafeteria
Other AEDs are located:

- In the HS office, unless there is an away game (they take it with them)

Where can I find the complete Cardiac Emergency Response Plan?

The CERP is available to all staff annually and when updates are made. Please review the plan to be ready to respond to sudden cardiac arrest.

The complete Cardiac Emergency Response Plan and summary can be found here: Northern Valley Crisis Plan binder.

You can learn how to act and save a life with the posters located here:

- Northern Valley Crisis Plan binder.

Who should be trained and certified to do CPR and use an AED?

Everyone can save a life! Some staff or volunteers are trained in cardiopulmonary resuscitation (CPR) and in the use of an AED, such as the members of the Cardiac Emergency Response Team, but anyone can learn how to act during a cardiac emergency.

Person responsible for coordinating CPR and AED use staff training and certification: Ken Tharman (Superintendent HS Principal / AEMT)

If you are not trained and certified in CPR and AED use, below are some steps you can take to prepare for a cardiac emergency:

- Get to know the members of the Cardiac Emergency Response Team.
- Participate In scheduled drills.
- If you are required to, maintain your CPR and AED use certification.
- If you are not required to, be ready to act by calling 9-1-1 and pushing hard and fast in the center of the chest.

What local Emergency Medical Services Agency will help us respond to a cardiac emergency?

Emergency Medical Services (EMS), like fire or ambulance services, can quickly help in a cardiac emergency. They can also talk to other emergency responders, like fire, and police, to make the response more coordinated and efficient. Involving EMS in creating, practicing, and evaluating a cardiac emergency response plan makes the response to cardiac emergencies better and faster.

Our EMS partner: Norton County EMS (785) 877 - 5784

How do we practice our response to a cardiac emergency?

Doing regular AED drills is the best way to test your Cardiac Emergency Response Plan, your communication system and your response team's readiness. As many people as possible will be included once a year in practice drills.

If you would like more information about the upcoming drill, please contact the district office: (785) 669 - 2445.

How can we find ways to improve our plan to respond to a cardiac emergency?

Evaluating the cardiac emergency response is a crucial step to ensure that the plan is effective and up to date. We conduct an annual assessment that includes reviewing drills and response to cardiac emergencies during the year. By doing this, we can see what we are good at and what we can do better. If you have any suggestions on how to improve the organization's response, please contact the person below.

Person or team responsible for evaluation and documentation: Ken Tharman
(Superintendent HS Principal / AEMT)

What do I do when a cardiac emergency happens?

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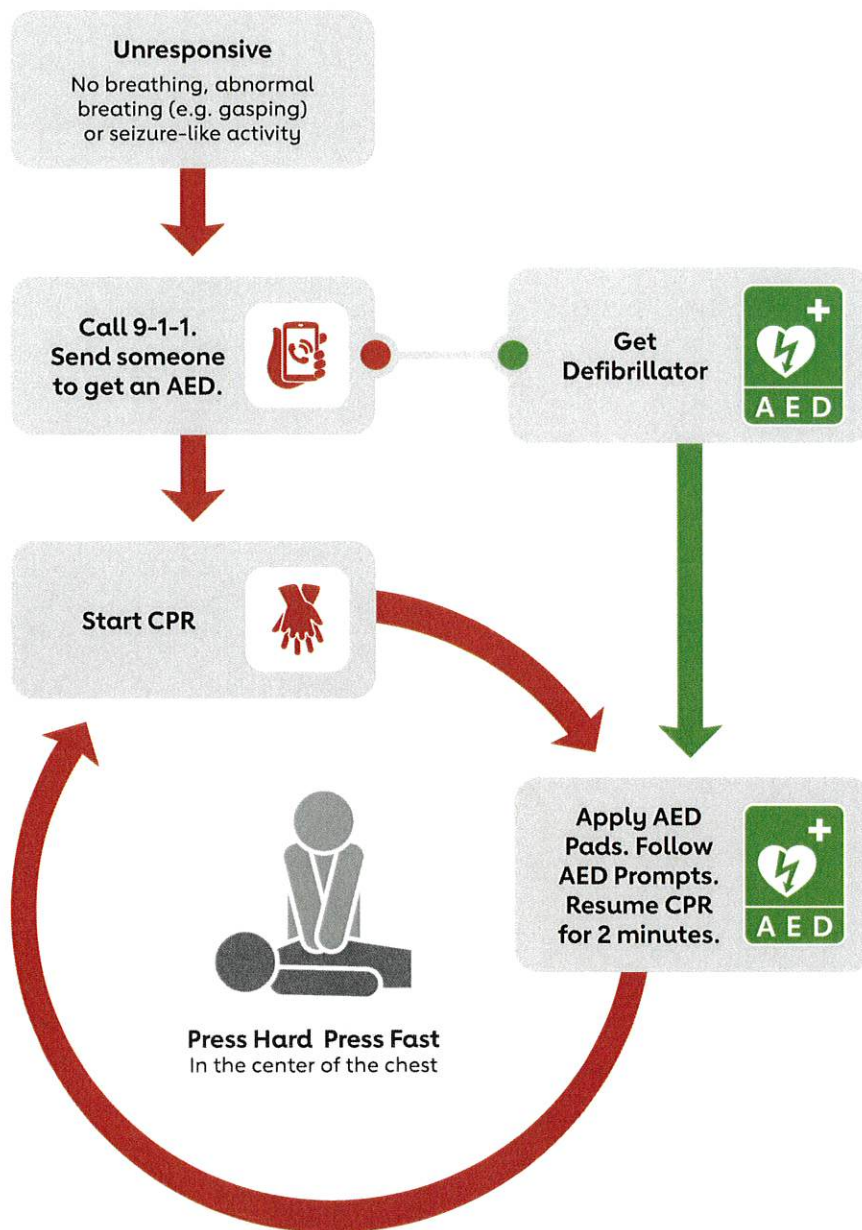
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CERT Coordinator: Ken Tharman (Superintendent / HS Principal / AEMT)

CERT Members:

- Amy McKinney
- Ross Cole
- Jessie Thalheim

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The nearest AED to this location is: By the girls' bathroom in the cafeteria
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Person responsible for coordinating CPR and AED use staff training and certification: Ken Tharman (Superintendent HS Principal / AEMT)

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Our EMS partner: Norton County EMS (785) 877 - 5784

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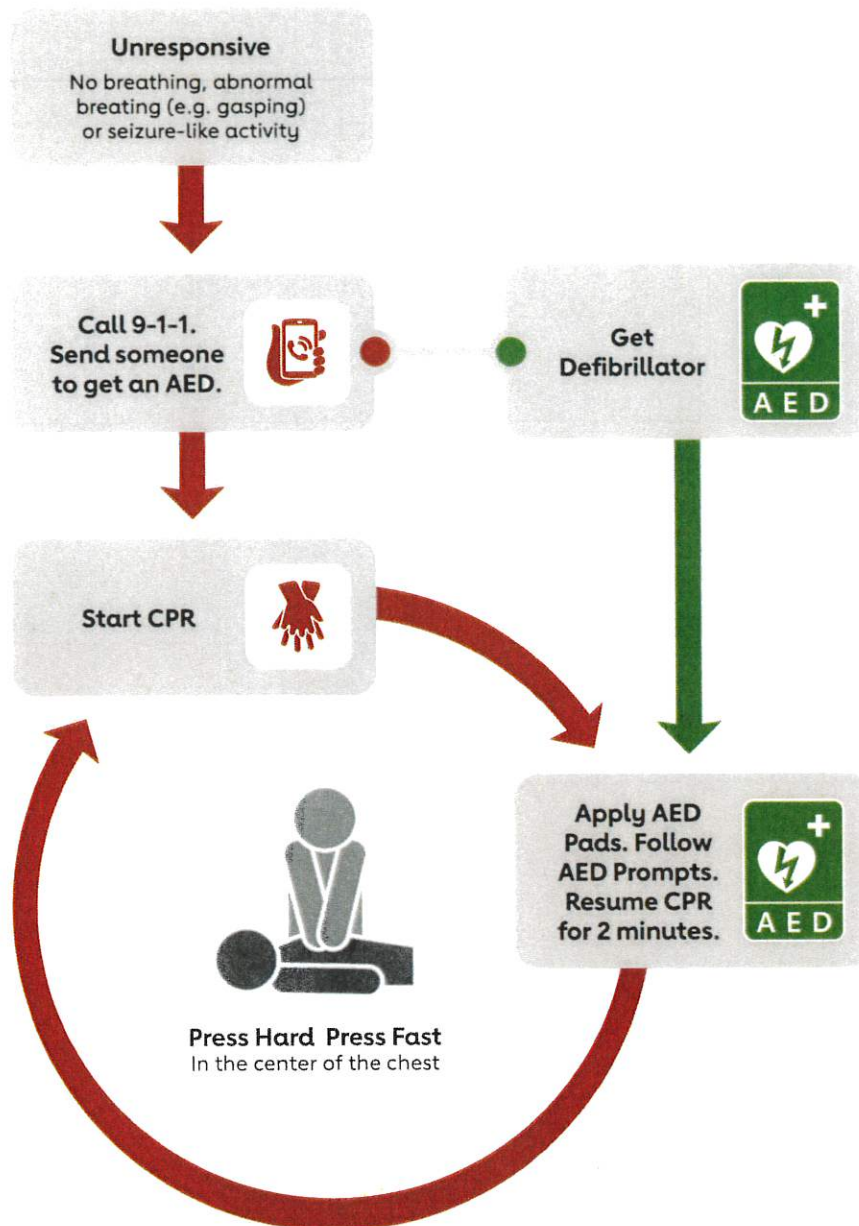
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CERT Coordinator: Ken Tharman (Superintendent / HS Principal / AEMT)

CERT Members:

- Marvin Gebhard
- Emily Lowry
- Max Boehler

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The nearest AED to this location is: Across the hall from the office

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Our EMS partner: Phillips County EMS (785) 543 - 6805

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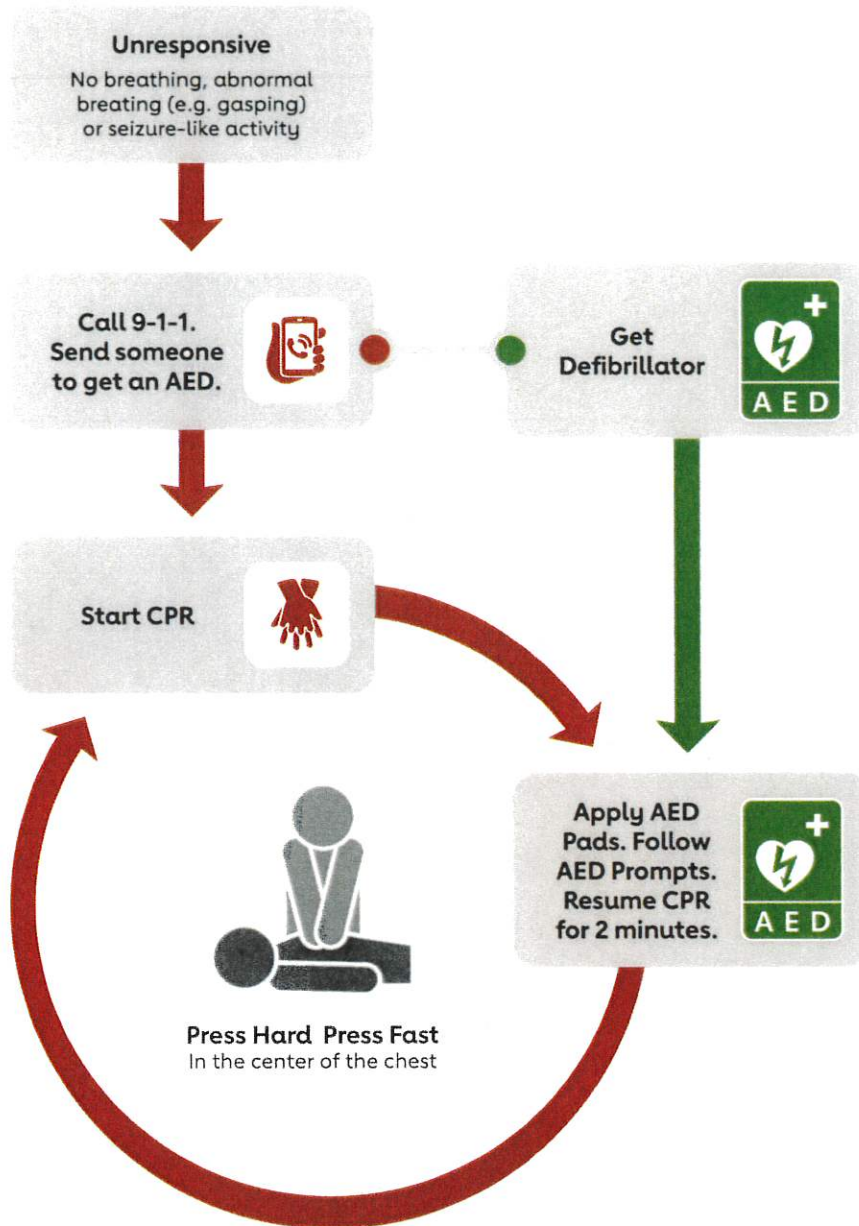
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