



# **SANTA FE TRAIL HIGH SCHOOL**

## **CARDIAC EMERGENCY RESPONSE PLAN**

### **Purpose**

This document provides direction and detailed guidance for responding to a sudden cardiac arrest through a Cardiac Emergency Response plan. This plan outlines Cardiac Emergency Response Teams, AED maintenance and locations, and related staff training. This document does not replace any district policies or local, state, or national regulations.

### **Cardiac Emergency Response Team (CERT)**

1. All individuals on CERT should have current CPR/AED training from a nationally recognized organization.
2. Designate one person to call 9-1-1 and direct EMS to the locations of the sudden cardiac arrest (SCA).
3. Have at least 3 people or 10% of your staff trained.
4. In recognition of periodic absences and overall staff turnover, a robust team of individuals trained to be apart of the CERT is essential.
5. CERT members should be able to step away from their tasks to assist when CERP is activated.
6. A list of these individuals and their CPR certifications should be maintained at each school building in a readily accessible area.
7. Consider CERT coverage to be provided at athletic events.

### **Automated External Defibrillators (AED) Placement, Installation and Maintenance**

**1. AEDs for USD 434 include inside the building and outside the building:**

- a) Inside the building – The number of AEDs shall be sufficient to enable a person to retrieve an AED and deliver it to any location within the building, ideally within 3 minutes of being notified of a possible cardiac emergency. AEDs should be clearly marked.
  - b) Outside the building on USD 434 school grounds, or athletic fields – The number of AEDs, either stationary or in possession of an on – site athletic coach or other qualified person, shall be sufficient to enable the delivery of an AED outside of the building, ideally within 3 minutes of being notified of a possible cardiac emergency.
2. School Nurses should be responsible for verifying equipment readiness and maintaining monthly maintenance activity/log.
3. AEDs should not be locked in an office or stored in a location that is not easily and quickly accessible.
4. AEDs shall be accessible for responding to a cardiac emergency, during day and night sports activities, after school, or work activities, in accordance with this CERP.
5. All AEDs should have clear AED signage to be easily Identified.
6. School Nurses should register all AEDs with the manufacturer and aed.new
7. Have AEDs available on the sidelines of sporting events and practices.

**Communication of CERP**

**1. The cardiac Emergency Response Plan should be posted broadly in places such as**

- a) Red Crisis fold
- b) Adjacent to each AED
- c) All staff should be educated on the Cardiac Emergency Response Plan at the beginning of each school year by their admin team.
- d) The Cardiac Emergency Response Team should be notified via intercom, text, or phone call.

**2. Staff Training**

- a) At least 3 staff members should be trained in CPR/AED to ensure CPR is initiated, AED is retrieved, and 911 is notified in each School building.
- b) Training shall be renewed at least every 2 years.
- c) All staff, regardless of if they are a CERT member, should receive annual training by the admin team on Sudden Cardiac Arrest (SCA) and understand how to recognize a cardiac arrest, how to initiate the response team, and where the AEDs are located.

**3. Drills**

- a) At least 2 Cardiac Emergency Response drills should be performed each year.
- b) One drill may include a tabletop exercise with staff and CERP members present.
- c) If possible, invite local EMS and first responders to the Cardiac Emergency Response drills.
- d) CERP drills information can be found on the **American Heart Association page**

**Cardiac Emergency Response**

Sudden Cardiac Arrest events can vary greatly. Do the best you can following the steps below to 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 appears to be having a seizure or is experiencing convulsion – like activity. (Cardiac arrest victims commonly appear to be having convulsions. If it is a true seizure, the AED should not deliver a shock).
- d) If the person received a blunt blow to the chest, this could cause a cardiac arrest, a condition called commotio cordis. The person may have 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 school address, cross streets, and patient's condition. Stay on the phone with 9-1-1. Give the exact location of the emergency. (Classroom, football field, cafeteria). Provide the recommended route for the ambulance to enter/exit and escort the victim.
- b) Immediately contact the members of the Cardiac Emergency Response Team using intercom, or phone.
- c) The closest team member should retrieve the AED en route to the scene and leave the AED cabinet door open as a signal that the AED was retrieved.

**3. Start CPR:**

- a) Begin continuous chest compressions and have someone retrieve the AED if not at the scene.
- b) Press hard and fast in the center of the chest, at 100 – 120 compressions per minute. USE 2 hands: The heel of one hand and the other hand on top (or one hand for children 8 years and under), pushing to a depth at least 2 inches (or 1/3<sup>rd</sup> the depth of the chest for children under 8 years and under). Follow the 9-1-1 telecommunicator's instructions, if provided.
- c) If you are able and feel comfortable giving rescue breaths, give 2 rescue breathers after 30 compressions.

#### **4. 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 on the pads. Then follow the AED's audio and visual instructions. If the person needs shocked to restore a normal heart rhythm, the AED will deliver one or more shocks. Be familiar with your school's AED and if you will need to press the shock button or if it will deliver automatically.
- b) Minimize interruptions of compression when placing AED pads.
- c) Continue CPR until the patient is responsive or a professional responder arrives and takes over.
- d) If possible, rotate with someone on compressions to avoid fatigue.

#### **5. Transition care to EMS**

- a) Once EMS arrives, there should be a clear transition of care from the cardiac emergency response team to EMS.
- b) Team focus should now be on assisting EMS.
- c) If possible, provide EMS a copy of the patient's emergency information.

#### **6. Action to be taken by Office/Admin staff:**

- a) Perform crowd control.

- b) Notify other staff if needed.
- c) Consider having students stay in place/Medical Lockdown (delaying class changes, hallway traffic, dismissals).
- d) Notify the patient's emergency contact (parent/guardian, spouse, etc.).
- e) Notify staff and students when to return to normal schedule.
- f) Document the incident. Be as detailed as possible.
- g) Contact school district admin/HR.

### **OAC CERT Team**

- Admin
  - Lorle Bolt
- Secretary

- Megan Reynolds
- Nurse
  - Faith Schriner
- PE Teachers/Coaches
  - Stetsyn Roberts
  - Shelby Dahl
  - Ashley Fawl
  - Ann Fawl
  - Lizzy Olorunfemi
  - Angie Portlock
- SRO
  - Jacob Burrell
- AED Location
  - Front Commons Area

### **CAC CERT Team**

- Admin
  - Jodi Testa
- Physician Assistant
  - Austin Hershberger

- Nurse
  - Dodie Greenfield
- PE Teachers/Coaches
  - Jayson Duncan
  - Garrett Staten
  - Cyndee Washington
  - Rob Colvin
  - Preston Fordham
  - Jess Lewis
- SRO
  - Philip Shepard
- AED Location
  - Gym (immediately east of main inertance)
  - North Hallway (6<sup>th</sup> grade hallway above water fountain)
  - CAC Nurses Office for travel

### **High School CERT Team**

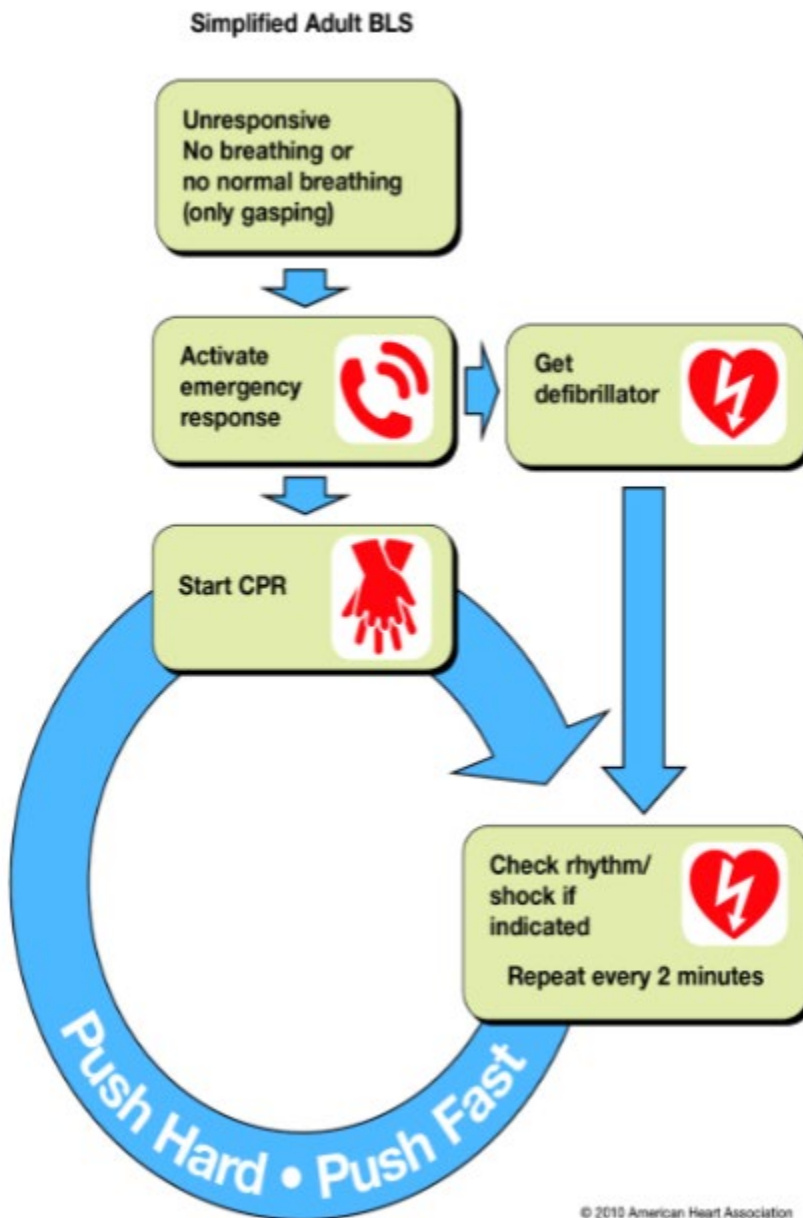
- Admin
  - Kyle Ellis
- Physician Assistant
  - Kris Henry
- Nurse

- Kimberly Kesl
- PE Teachers/Coaches
  - Kayla Chiddix
  - Mary Burgett
  - Thatcher Decker
  - Weston Gloss
  - Tyler Gonzales
  - Michelle Herren
  - Rick Huddlestun
  - Greg Slade
  - Dakota Soderland
- SRO
  - Terry Ralston
- AED Location
  - Front hallway between bathrooms
  - Lunchroom/Commons by Dome Gym Doorway
  - High School Football Concession Stand
  - Two travel units kept in office safe (travel mostly for baseball/softball)

### **SAC CERT Team**

- Admin
  - Faith Flory
  - Julie Flory
- Secretary/Building Nurse
  - Kaitlyn Ball
- Teachers
  - Rebecca Parkhill

- Donna Prettyman
- Dana Workman
- AED Location
  - Front Commons Area



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