



ATTACHMENT B: (School District Name) SCHOOL CARDIAC EMERGENCY RESPONSE PROTOCOL

For All Responders (Staff, Faculty, Cardiac Emergency Response Team, etc)

Sudden cardiac arrest events can vary greatly. All faculty, staff and Cardiac Emergency Response Team members must be prepared to perform duties. Early action is crucial to successfully treating a cardiac arrest. If a person collapses, do not move the patient unless the scene is unsafe.

Perform the following 5 steps:

1 Early Recognition of cardiac arrest

- Person is not moving, or is unresponsive or unconscious
- Person is not breathing normally (irregular breaths, gasping or gurgling, not breathing)
- Seizure or convulsion-like activity may also occur
- Person may have just received a blunt blow to the chest

2 Early Call to 911 and Alert within school

- Call 911 as soon as a potentially life-threatening event is recognized
 - Provide school address, cross streets (below), patient condition, remain on the phone with 911
- Call school emergency number request (insert school code name to activate response— i.e. “Code CPR”)
 - Give exact location (“Mr./Ms. __classroom, Room #__, Gym, football field, cafeteria, etc.”)
- All Cardiac Emergency Response Team members proceed immediately to scene of the emergency
 - Closest team member retrieves the AED in route to the scene
 - Leave the AED cabinet door open, the alarm signals the AED is taken for use

3 Early CPR

- If CPR/AED trained, **begin CPR/AED** as per training, have the defibrillator (AED) brought to the scene
- If not CPR/AED trained, **begin Hands Only CPR** until CPR trained response team or a responder arrives
 - Press hard and fast in center of chest
 - The 911 operator may give you directions for CPR and AED use

4 Early Defibrillation

- When the AED arrives, attach pads to patient, use the AED following the instructions
 - The AED will ONLY deliver a shock if it is needed; if NO shock is needed, NO shock is delivered
- Continue CPR until patient is responsive or EMS responder arrives

5 Early Advanced Life Support

- Transition care to EMS upon arrival, to provide advanced life support

Office Staff (Main, Athletics, Security)

- Confirm the exact location and the condition of the patient
- May repeat page to activate the Cardiac Emergency Response Team (as above) and give the exact location
- Confirm that the Cardiac Emergency Response Team has responded to the scene
- Confirm that 911 was called, if not - call 911 STAT
- Assign a staff member to direct EMS to the scene
- Perform “Crowd Control” - direct others away from the scene
- Notify other staff: school nurse, athletic trainer, athletic director, etc.
- Consider: Delaying class dismissal, recess, other changes to facilitate CPR and EMS functions
- Designate people to cover the duties of the CPR responders
- Copy the patient’s emergency information for EMS
- Notify the patient’s emergency contact (Parent, Spouse or Guardian)
- Notify staff and students when to return to normal schedule
- Contact School District Administration

Building Location Information

School Name & Address _____

School Emergency Phone# Insert #s for school-hours & after-hours, may be office during school hours

Cross Streets _____

AED Location _____

AED Location _____

AED Location _____

AED Location _____

AED Location _____

AED Location _____



Created by the Michigan Alliance for Prevention of Sudden Cardiac Death of the Young (MAP-SCDY), June 2014.

MAP-SCDY developed this document to assist Michigan schools with a written cardiac emergency response plan template. MAP-SCDY gives permission to Michigan schools to utilize and adapt this document for their purposes.

IMPORTANT: This document should be reviewed by the appropriate legal counsel for the school. It is the responsibility of the school's legal counsel to ensure that the approved written cardiac emergency response plan is aligned with H.B. 4713/Public Act 12 of 2014.