2024-2025 MI HEARTSafe School Application

**** Application must be received by May 15, 2025 for consideration for the 2024-2025 school year.**
Schools must submit applications online using the following link:
https://www.surveymonkey.com/r/2DJPV8J

The Michigan Department of Health and Human Services (MDHHS), Michigan Department of Education (MDE), Michigan High School Athletic Association (MHSAA) and American Heart Association (AHA) in conjunction with the Michigan Alliance for Prevention of Sudden Cardiac Death of the Young (MAP-SCDY) have developed an initiative to award Michigan schools with a **MI HEARTSafe School** designation. The MI HEARTSafe School program encourages schools to prepare and protect students, staff, and visitors in the event of a cardiac emergency. Most of the criteria are required by current state law (HB4713). If approved, the MI HEARTSafe School designation is for 3 years. There is no cost for schools to apply to receive this designation.

The MI HEARTSafe School Award requirements are being reviewed to determine the impact of new legislation (HB5527 and HB5528). These state laws will take effect in the 2025-2026 school year if associated state funding is appropriated. Some of the elements of the new legislation are incorporated within the current application.

The **MI HEARTSafe School** designation is awarded when a school has completed all of the following criteria:

1. The preparation of a written cardiac emergency response plan (CERP) reviewed at least annually with staff. The CERP is for use during the school day **AND** for school-sponsored events occurring outside of normal school hours. *Example of a Cardiac Emergency Response Plan and Protocol from the American Heart Association.*
2. Establishment of cardiac emergency response team (CERT) composed of school personnel who have completed a cardiopulmonary resuscitation (CPR)/automated external defibrillator (AED) certification class. The CERT must be sufficient to respond to an emergency during school hours. *Qualifying CPR/AED courses are listed on the MDE's website. Training must be completed within the last two years.*
3. At least 10% of full-time equivalent staff, 50% of K-8 coaches (including 100% of K-8 head coaches), 100% of high school coaches, and 100% of physical education (P.E.) staff must have completed a CPR/AED certification class. *Qualifying CPR/AED courses are listed on the MDE's website. Training must be completed within the last two years. Michigan State Law (SB647) requires schools to include CPR/AED instruction in their 7th-12th grade curriculum.*
4. A sufficient number of accessible, properly maintained (i.e. current pads and batteries) and routinely inspected AEDs ready to use; with signs clearly identifying AED locations and documentation of routine AED inspections by designated staff. *The goal is for an AED to arrive within 3 minutes or less at the scene of any person identified as needing emergency care on the school's campus.*
5. The performance of at least one cardiac emergency response simulation drill per school year. This drill simulates a response to a potential sudden cardiac arrest using the AHA's Chain of Survival: early recognition, early 9-1-1 call, early CPR, early AED use, early advance life support. *Local EMS participation is encouraged but not required. For this application, the first drill must be performed before May 15, 2025 with drills performed each consecutive school year to maintain MI HEARTSafe designation. Example of How to Execute a Cardiac Emergency Response Drill.*
6. Compliance with applicable MHSAA policies: a) all athletic pre-participation screening is completed using the most recent MHSAA form; b) the school has emergency action plans for all high school varsity and sub-varsity teams specific to their practice and contest locations (MHSAA policy adopted in 2024-2025). *See the MHSAA's Emergency Action Plan Resources.*

For further information on how to become a MI HEARTSafe School, please visit www.migrc.org/miheartsafe.

2024-2025 APPLICATION WORKSHEET

This worksheet is for your reference only. **The application must be completed online at https://www.surveymonkey.com/r/2DJPV8J no later than May 15, 2025.**

*Please complete an application **for each school** that would like to receive the MI HEARTSafe School designation. If there are several schools in different buildings in the campus, each school building must apply separately. If schools of different levels are in the same or adjoining buildings, please submit a joint application that includes the names of all schools in the building.*

1. Name, Address and County of School/Building; Name of School District, if applicable. Type of school.

2. Has this school been previously awarded as a MI HEART Safe School? Yes* ☐ ☐

**If yes, please ensure that your application is due for renewal. If you received your designation within the past three years, your renewal status can be checked on the MI HEARTSafe Schools in the Spotlight webpage. Schools that are not listed in the Spotlight webpage may apply as a new school or as a non-consecutive renewal.*

3. Name and contact information for the School Principal.

4. Name, contact information and position of the cardiac emergency response team coordinator in case the MI HEARTSafe School Program has questions concerning the application.

CARDIAC EMERGENCY RESPONSE PLAN

5. School has a written cardiac emergency response plan which addresses the criteria stipulated in state law HB4713. Yes ☐ No ☐

6. Cardiac emergency response plan is reviewed at least annually. Yes ☐ No ☐

CARDIAC EMERGENCY RESPONSE TEAM

7. School has a cardiac emergency response team with a coordinator. Yes ☐ No ☐

8. Cardiac emergency response team coverage is provided during the school day. Yes ☐ No ☐

CPR/AED CERTIFICATION

9. At least 10% of full-time equivalent staff, 50% of K-8 coaches (including 100% of K-8 head coaches), 100% of high school coaches, and 100% of physical education (P.E.) staff have completed a CPR/AED certification class within the last two years. Yes ☐ No ☐

10. As required by state law SB647, all students receive CPR/AED instruction before high school graduation. If not applicable, please state the reason this does not apply. Yes ☐ No ☐ N/A ☐

AEDs

11. The school has a sufficient number of accessible AEDs, ready for use and located appropriately to retrieve, and reach a victim on the school campus optimally within 3 minutes or less of the emergency being identified. Yes ☐ No ☐

12. School properly conducts and documents routine AED inspections and maintenance in accordance with AED manufacturer's specifications. This includes ensuring readiness to function, pads and battery have not reached expiration date, continuous visibility of AED warning light and documentation of regular checks and maintenance. AED information must be retained for at least three years. Yes ☐ No ☐

13. Signs identifying AED locations are posted at each AED location, at building entrances and other areas of high visibility. Yes ☐ No ☐

CARDIAC EMERGENCY RESPONSE SIMULATIONS (DRILLS)

14. At least one cardiac emergency response drill was performed during the 2024-2025 school year prior to May 15, 2025. It is expected that MI HEARTSafe schools perform an annual cardiac emergency response drill. It is recommended to use a drill checklist to measure your performance. Yes ☐ No ☐

15. During the drill, the American Heart Association's Chain of Survival was followed including: early recognition of cardiac arrest, early call to 9-1-1, early CPR, early use of AED, and early EMS advanced life support. (Drill does not require calling 9-1-1 or EMS arrival.) Yes ☐ No ☐

16. Please provide the following information about the cardiac emergency response drill:
Location of drill (specific site in school), date of drill and time from recognition of emergency event to AED arrival and pads placed.

EDUCATION AND COMMUNICATION

17. All staff communication includes:

a. Cardiac emergency response plan Yes ☐ No ☐
b. AED locations Yes ☐ No ☐
c. Cardiac emergency response team members Yes ☐ No ☐
d. American Heart Association Chain of Survival: Yes ☐ No ☐
   i. Early recognition of sudden cardiac arrest,
   ii. early CPR,
   iii. early AED use,
   iv. early advanced life support

18. Date of all staff communication and review. *Communication should have occurred between June 2024 and May 2025.*

19. School communicates cardiac emergency response plan to groups using the school for organized after-school activities and sports. Yes ☐ No ☐ N/A ☐

20. School communicates cardiac emergency response plan to local EMS providers to facilitate coordination of response. Yes ☐ No ☐

ATHLETICS: PRE-PARTICIPATION SCREENING AND EMERGENCY ACTION PLANS

21. If applicable, all athletic pre-participation screening was completed using the most current Michigan High School Athletic Association (MHSAA) form. Yes ☐ No ☐ N/A ☐

22. If applicable, all high school teams (varsity and subvarsity) have emergency action plans (EAP) specific to their practice and contest locations. EAPs must have been completed by each season's established deadline, in compliance with MHSAA policy adopted in 2024-2025. Yes ☐ No ☐ N/A ☐

CARDIAC EVENTS

23. Has anyone had an event where CPR and/or an AED was used at your school in the last 3 years?
If yes, if possible, please provide additional information about the number of events and/or individuals the program can contact for more information.

ADDITIONAL QUESTIONS

The following questions are not required for the MI HEARTSafe designation. Your responses will be used to assess our processes and how to improve the program. Thank you for responding.

24. Did you attend the MI HEARTSafe Virtual Workshop on January 31, 2025? Yes ☐ No ☐

25. Is your cardiac emergency response team coordinator a nurse? Yes ☐ No ☐

26. Do your CERT members currently have first aid certification, in addition to CPR/AED?
Yes ☐ No ☐

27. Do you have an AED designated to travel off school grounds for organized school activities?
Yes ☐ No ☐

28. Does your school use locally available resources to provide CPR/AED instruction and/or assist with drills?
Yes ☐ No ☐

29. Did your school have an external partner help you complete program criteria?
Yes ☐ No ☐

30. Please feel free to include more details about your school's application.

Please return your completed application through https://www.surveymonkey.com/r/2DJPV8J by May 15, 2025. If you encounter any issues or have questions, please e-mail MDHHS-MI-HEARTSafe@michigan.gov.