

Jonesville Community Schools

Cardiac Emergency Response Plan

Purpose

Jonesville Community Schools has created this Cardiac Emergency Response Plan to minimize the risks associated with a Cardiac Emergency and to provide guidance for preparation and safe response to such an event. This plan does not create medical emergency standards of care beyond the standard of care expected by a reasonable non-medical professional. Actions taken in an emergency are afforded the protections of the **Michigan Good Samaritan Law**.

Cardiac Emergencies

DEFINITION: A medical condition that may be associated with the patient's heart requiring advanced emergency medical care. They include but are not limited to:

- **Sudden Cardiac Arrest (SCA)** which occurs when the electrical impulses of the human heart malfunction (known as Ventricular Fibrillation (VF)). This erratic and ineffective electrical heart rhythm causes complete cessation of the heart's normal function of pumping blood resulting in sudden death. **Early Recognition, Early 911, early Cardio-Pulmonary Resuscitation (CPR), early defibrillation, and early advance life support improve the chances of survival from this fatal arrhythmia.** There are many causes of SCA and it can affect people of all ages. Signs of SCA include:
 - Unconsciousness
 - Not Responding; Not Moving
 - Not Breathing or Not Breathing Normally (e.g. gasping, gurgling, moaning, or labored)
 - Seizures/Convulsions which may occur upon collapse

Automated External Defibrillator (AED)

DEFINITION: A device used to treat a patient in SCA. Only apply an AED to a patient who is unconscious, not responding, not moving and not breathing or not breathing normally. The AED will analyze the heart rhythm and can only deliver a shock to a patient when it detects a shock-able rhythm.

Visibility, unlocked, readily available, easy access, quick response times, large gathering areas, and school and after school activities, shall be considered when determining AED(s) location(s) (See Addendum 1 for AED Locations).

AED CHECKS AND ROUTINE MAINTENANCE: AED Equipment and its accessories used in emergency response are routinely checked and maintained for readiness in accordance with the AEDs' operating manual. When indicated by the manual, these checks will include verification that the battery (ies), defibrillator pads, and supplies are present, undamaged, and current to date.

Staff Designations

AED MAINTENANCE STAFF: Individuals assigned to conduct and document regular checks of the AED equipment and supplies. Any issues or concerns are to be brought to the attention of a Building Emergency Coordinator or the Cardiac Emergency Coordinator.

BUILDING EMERGENCY COORDINATOR: At least one individual per building may be assigned to assist the Cardiac Emergency Plan Coordinator. (See Addendum 2 for list of personnel)

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CARDIAC EMERGENCY COORDINATOR: Assigned to coordinate the Cardiac Emergency Response Plan's implementation and management. (See Addendum 2 for list of personnel) Responsibilities include:

- Designating employees to become part of the Emergency Response Team (ERT);
- Coordinating CPR/AED training for the ERT and other designated staff;
- Communicating the cardiac emergency response plan;
- Maintaining specifications/technical information for AED(s);
- Scheduling routine maintenance checks on all AED equipment;
- Monitoring the effectiveness of this program including an annual review and updates;
- Conducting post-review sessions of incidents;
- Communicating with the medical/EMS community regarding the plan and post-event reviews.

EMERGENCY RESPONSE TEAM: Staff members with current CPR/AED certification who are designated to respond to and provide basic life support during medical emergencies. Team members listed in Addendum 2 are trained to follow the established Cardiac Emergency Response Protocol outlined in Addendum 3.

OTHER TRAINED STAFF: Staff members who are currently certified in CPR/AED use, but are not part of the Emergency Response Team. Trained staff members responding to cardiac emergencies must follow the established Cardiac Emergency Response Protocol outlined in Addendum 3.

UNTRAINED STAFF: Staff members who are not currently certified in CPR/AED use.

Cardiac Emergency Response Protocol

Actions needed when a Cardiac Emergency occurs in order to facilitate a safe, efficient and effective response (See Addendum 3 for the Cardiac Emergency Response Protocol). The Cardiac Emergency Coordinator, Building Emergency Coordinators and other designees are responsible for developing, reviewing and, when necessary, modifying responses.

Training

CPR/AED TRAINING AND PRACTICE DRILLS: Conduct training in accordance with nationally recognized training centers (i.e. American Heart Association, American Red Cross...). This training should include "hands on" testing requirements to receive documented CPR/AED certification. Perform simulated Cardiac Emergency events (practice drills) during various school activities to hone training skills and evaluate the response plan.

CPR/AED Training Plan for Students in Grades 9 to 12

The District's curriculum director will plan for CPR/AED training for high school students.

Reviews

POST-EVENT REVIEW: Review conducted after a Cardiac Emergency occurs. Its purpose is to identify and document the actions that were taken and opportunities for improvement to the Cardiac Emergency Response Plan. This is the responsibility of the Cardiac Emergency Coordinator or designee and is attended by key participants of the emergency. The Federal Health Insurance Portability and Accountability Act (HIPPA) protects the privacy of individuals' health information. Circumstances surrounding any Medical Response must remain confidential.

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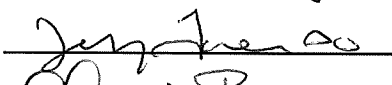

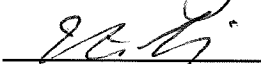
ANNUAL CARDIAC EMERGENCY RESPONSE PLAN REVIEW: The Cardiac Emergency Coordinator or designees shall conduct a review and update the plan if needed at least once a year, and communicate this Plan to staff on an annual basis and when changes are made. This review shall include, but not limited to post-event documentation, cardiac emergency response drill documentation, and any changes in personnel, facilities, equipment, administrative decisions and other changes in conditions.

Documentation

At a minimum, the Cardiac Emergency Coordinator will maintain and centrally retain the following documentation either physically or electronically:

- Cardiac Emergency Response Plan
- Cardiac Emergency Response Protocol
- Automated External Defibrillator (AED) Procedure
- Emergency Response Team
- Cardiac Emergency Drills
- Emergency Response Team CPR/AED Training Records and Expirations
- AED Equipment and Locations
- AED Checks and Maintenance Logs
- AED Manuals
- Cardiac Emergency Post-Event Reviews
- Annual Reviews

Approvals

Function	Printed Name	Signature	Date
Cardiac Emergency Coordinator	<u>TINA VARNEY, RN</u>	<u></u>	<u>6-13-18</u>
AED Oversight Physician	<u>JEFF TORRES DO</u>	<u></u>	<u>06-12-18</u>
Superintendent	<u>Chellie Brosamle</u>	<u></u>	<u>6/18/18</u>
School Board President	<u>Travis Berlin</u>	<u></u>	<u>6-21-18</u>

Adopted 9/2/2014 Reviewed 9/1/15, 6/14/17

Revised 11/11/16, 6/8/18