

Creating a Sudden Cardiac Emergency Response Team

A Sudden Cardiac Emergency Response Team is essential to the Heart Safe Site designation process.

It is important to:

- involve your administration and nurse in the selection of your team.
- choose staff/individuals who are comfortable with serving on the team and who are willing to be trained in the necessary skills.
- include a minimum of 10% of your staff or at least 5-6 individuals, whichever is greater.
- enlist staff who are located throughout your site/building.
- choose staff who are available throughout the hours your site/building is occupied.
- perform CPR/AED training as required by your training agent.
- have all members annually review and analyze the plan and ensure they understand the role they play.
- have all members of the team participate in drills to reinforce skills.

Team Roles to consider:

- Site Champion - Responsible for education for staff on Sudden Cardiac Arrests, creation and dissemination of the Cardiac Emergency Response Plan (CERP) to all staff, oversight of the AED equipment, and teaming with the Project ADAM Coordinator to ensure all criteria are met for designation and renewals.
- First Responder - The first Response Team member to find or respond to the victim initiates the plan. they also begin directing other response team members as they arrive to the scene to:
 - call 911 and communicate all relevant information to the agent. Remain on the call until Emergency Medical Services (EMS) arrive.
 - immediately bring AED to the site and then assist with CPR.
 - assign a documenter to record all information for EMS arrival.
 - notify the office/administrator - allows office to call for all Response Team members to come to the location and to put in place a hold to secure all students with pre-assigned staff.
 - send someone to meet EMS.
- All other Response Team members assist with the CPR/AED rotation.