

Designation Acknowledgment Form

Implementation of a Project ADAM Heart Safe School program demonstrates your commitment to students, staff, and visitors to be prepared for a cardiac emergency. The School/Site Administrator should complete this form to verify the Project ADAM Heart Safe School/Site Checklist is complete and the school is ready to be designated or renew designation.

School/Site Name: _____

Our school/site has completed all criteria outlined within the Heart Safe School Checklist.	Yes	No
Our school/site has completed an AED drill utilizing an AED Drill Checklist in the calendar year we are completing Heart Safe School designation/renewal.	Yes	No

Acknowledgment Section

Initials

Our school/site AED(s) will be checked for performance readiness at least monthly or per manufacturer's directions and documented each time.	
Our cardiac emergency response team's CPR/AED training will be kept up annually or every two years. *Project ADAM recommends CPR_AED certifications are updated every two years OR Hands-Only CPR-AED trainings are updated annually.	
Our school/site will conduct annual all staff awareness training on sudden cardiac arrest and the school's emergency response plan.	
Our school/site will run at least one Cardiac Emergency Response (AED) drill annually.	

School/Site Administrator Acknowledgment and Signature

I, the School/Site Administrator, acknowledge all Heart Safe School criteria to be true.

Full Name: _____ Date: _____

Contact Information

Submission of this form verifies your Project ADAM Heart Safe School/Site designation and your agreement to a two-year renewal process. You and your school/site coordinator will receive an email with a pdf copy of this form when it is due to renew. A Project ADAM staff person will be in contact soon with additional information to complete and celebrate your designation/renewal.

School/Site Administrator Name: _____

Email: _____

CPR-AED Site Coordinator Name: _____

Email: _____

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