

Example Cardiac Emergency Response Plan

The following is only an example to be used for practice in the educational or community setting.

*Project ADAM recommends every facility refer to the complete Cardiac Emergency Response Plan (CERP), located at*

*\**[www.projectadam.com/Heartsafeschools](http://www.projectadam.com/Heartsafeschools) *for additional guidance when creating their plan.*

Name of School:

Example Scenario:

*Individual is found on the floor and is not responding to name or shaking.*

Responder Actions

* First responder calls for help.
* First responder begins CPR and instructs second responder to immediately call 911 and tell the office staff that there is an unresponsive child/adult at (location).
* Office staff calls 911 and uses notification system to alert Cardiac Emergency Response Team (CERT) that there is an unresponsive child/adult at (location).
* CERT team immediately responds to victim and brings AED en route, if it has not already been retrieved.
* AED is immediately applied and used, when available.
* Assign someone to remain at the main entrance to guide emergency medical services to the victim.

Teacher or Staff Actions

* Secure a safe scene by instructing students to clear the area.
* Assure students remain in the classroom until there is an “all clear” announcement. If teacher assistance is not required at the scene, continue teaching to maintain ‘normalcy.’
* Assure all students are accounted for. Instruct any students who may be temporarily away from the classroom to return promptly.
* Debrief with students after the event, as it is shocking and scary to all. Refer students to counseling services as appropriate.
* Seize the opportunity to review education about SCA, CPR and AEDs, as well as the importance of not tampering with the AEDs on campus.
* *Pertinent Location Information*

# Cardiac Emergency Response Team Members

& Contact Information:

Joe Smith ................................................................. 444-555-4567

Sally McCormick .................................................... 222-333-2345

Tom Stewart ............................................................ 666-777-6789

Sue Thompson ....................................................... 555-666-5678

# Emergency Medical Services (EMS)

# Contact Information:

**EMS 911**

Little School Fire Station 999-111-0123

# Location Information:

School Name:

Complete Address:

Nearest Cross Streets:

School Contact Phone:

During School hours (7-4):

After school hours:

AED #1 Location: AED #2 Location:

AED #3 Location:

AED #4 Location:

**IN *ALL* EMERGENCY SITUATIONS DIAL 911**