

Coffee County Raider Academy Cardiac Emergency Response PROTOCOL

Updated 3/3/25

Sudden cardiac arrest events can vary greatly. Faculty, staff and Cardiac Emergency Response Team (CERT) members must be prepared to perform the duties outlined below. Immediate action is crucial in order to successfully respond to a cardiac emergency.

Follow these steps in responding to a suspected cardiac emergency:

(a) Recognize the following signs of sudden cardiac arrest and take action in the event of one or more of the following:

- The person is **not moving**, or is **unresponsive**, or appears to be **unconscious**.
- The person is **not breathing normally** (has irregular breaths, gasping or gurgling, or is not breathing at all).
- The person appears to be **having a seizure** or is experiencing **convulsion-like activity**. (Cardiac arrest victims commonly appear to be having convulsions).
- *Note:* If the person received a blunt blow to the chest, this can cause cardiac arrest, a condition called commotio cordis. The person may have the signs of cardiac arrest described above and is treated the same.

(b) Facilitate immediate access to professional medical help:

- As soon as a sudden cardiac arrest is suspected, immediately **notify the front office** via intercom, walkie talkie (channel 2) or cell phone that there is a “Code Blue”.
 - Give the exact location of the emergency.
- **Front office:**
 - **Note the time** “Code Blue” was called in and **announce alert two times:** “Code Blue in ____ (e.g., Mrs. Nolin’s classroom, Science hallway, Room #302), CERT members report to (location) immediately. We are on Medical Lockdown until further notice.”
 - **Facilitate access to the victim** for arriving EMS personnel by sending someone to the door to wait for EMS arrival and escort them to the exact location of the victim.
- **CERT members:**
 - All CERT members should **proceed immediately to the scene** of the cardiac emergency and have your cell phone and walkie talkie (channel 2) with you. Classroom teachers that are CERT members should pre-arrange classroom coverage so they are able to respond to events.
 - The closest team member should **retrieve the automated external defibrillator (AED)** and all other cabinet supplies en route to the scene, leaving the AED cabinet door open. This signals other team members that the AED was taken for use.
 - One CERT member should **call 9-1-1 using a cell phone and place it on speaker**. Provide the school address and victim’s condition. Note the time call was made.
 - One CERT member should **communicate with the front office** using the intercom, cell phone or walkie talkie (channel 2).
 - One CERT member should **document events** on the Cardiac event documentation sheet. It should be noted the time the event occurred, when CPR was started, when EMS was called, when and if the AED delivered a shock(s), when EMS arrived, the victim’s condition when EMS arrived, and CERT team members that attended the event.

(c) Start CPR:

- **Begin continuous chest compressions** and send someone to retrieve the AED if it has not arrived.
 - Press hard and fast in center of chest. Goal is 100 compressions per minute.
 - Use 2 hands: The heel of one hand and the other hand on top (or one hand for children under 8 years old), pushing to a depth of 2 inches (or 1/3rd the depth of the chest for children under 8 years old).

(d) Use the nearest AED:

- When the AED is brought to the victim's side, **press the power-on button**, and **attach the pads** to the patient as shown in the diagram on the pads. Then **follow the AEDs audio and visual instructions**. Shocks will be delivered as indicated by the AED to restore a normal heart rhythm.
- **Continue CPR and follow the AEDs instructions** until the patient is responsive or a professional responder arrives and takes over.

(e) Transition care to EMS:

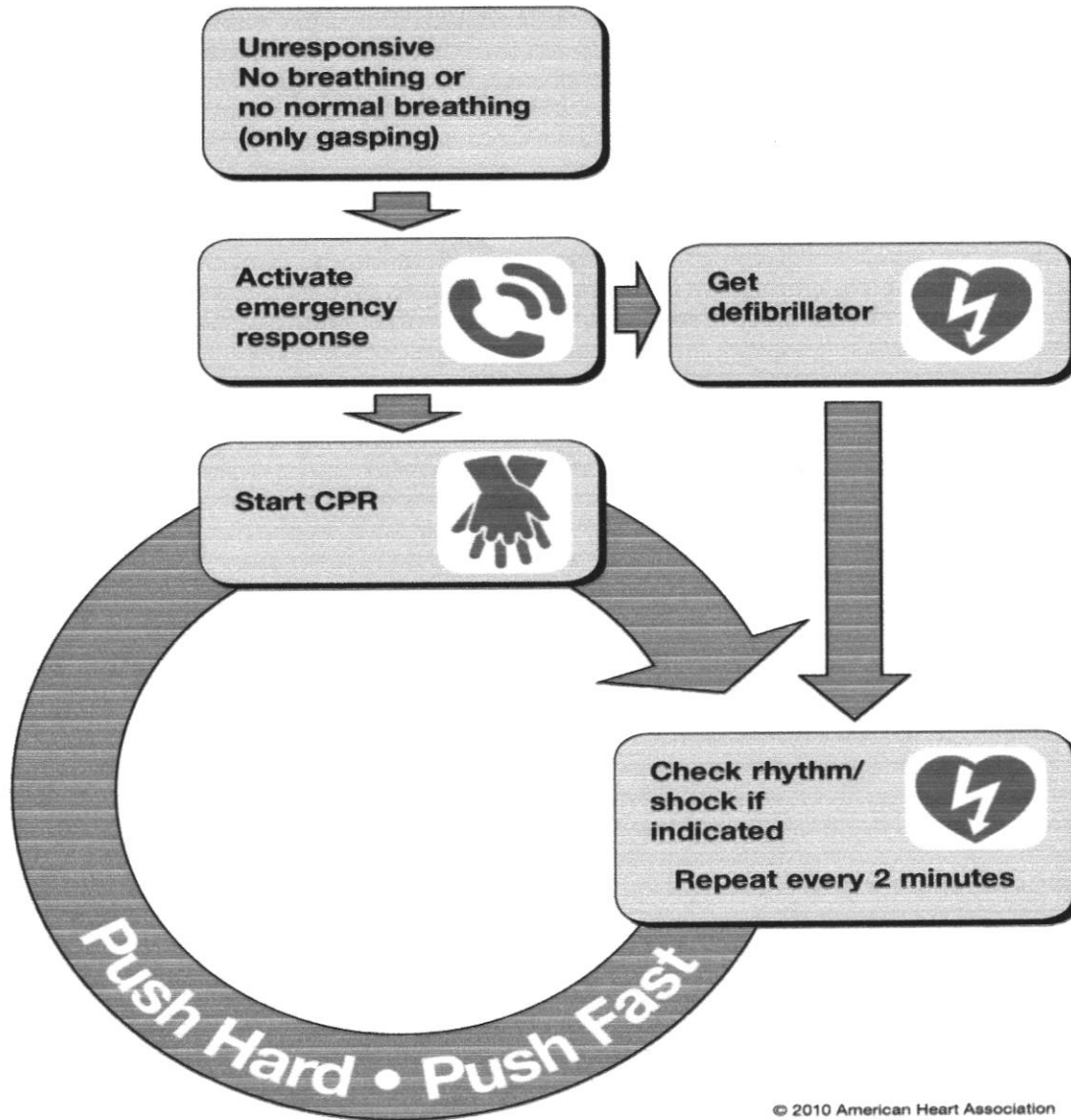
- **Transition care to EMS** upon arrival so that they can provide advanced life support.

(f) Action to be taken by Office / Administrative Staff:

- **Perform "Crowd Control"** – directing others away from the scene.
- **Notify other staff:** school nurse, administrators.
- **Delay class dismissal, recess, or other changes** to facilitate CPR and EMS functions.
- **Copy the patient's emergency information** for EMS.
- **Notify the victim's emergency contact** (parent/guardian, spouse, etc.).
- Upon transport of victim by EMS, front office should **announce two times** "Code Blue all clear. Staff may resume normal schedules."
- **Contact school district administration.**

(Coffee County Raider Academy)
CARDIAC EMERGENCY RESPONSE PROTOCOL

Simplified BLS



Building Location Information

School Name & Address: Coffee County Raider Academy
865 McMinnville Hwy, Manchester, TN

School Emergency Phone#: (931) 723-3309

AED Location #1 - Front Office Hallway
AED Location #2 - English/Math Wing Hallway

CARDIAC EMERGENCY RESPONSE TEAM - RAIDER ACADEMY

2024-2025 School Year

The following persons compose the Cardiac Emergency Response Team. All members shall have current CPR/AED training and are hereby designated to respond to and provide basic life support during a cardiac emergency.

Team Member Name	CPR/AED Training Expiration	LOCATION Room Number	During School Hours Phone/Extension	After-School Hours Phone/Extension
Clouse, Christy - Science Teacher	07/26	303		
Crabtree, Caroline - Health Teacher	07/25	321		
Farless, Andrea - English Teacher	07/25	349		
Inzer, Josh - Math Teacher	07/26	337		
Nicholson, Belinda - Nurse/Team Coord.	07/26	320 (Nurse's Clinic)		
Persinger, Liz - Health Teacher	07/26	328		
Vaughn, Silas - History Teacher	07/26	309		

Note: Other staff not listed here may initiate a response and provide basic life support as needed if team members are not immediately available.

**AED Location #1 - Front Office Hallway
AED Location #2 - English/Math Wing Hallway**