



# Attachment B: Ann Arbor Public Schools SCHOOL CARDIAC EMERGENCY RESPONSE PROTOCOL

## **For All Responders (Staff, Faculty, Cardiac Emergency Response Team, etc.)**

Sudden Cardiac Arrest events can vary greatly. All faculty, staff and CPR/AED Emergency Response Team members must be prepared to perform duties. Early action is crucial to successfully treat a cardiac arrest.

In the event a person collapses, do not move the patient unless the scene is unsafe.

Perform the following 5 steps:

### **1) Early recognition of a cardiac arrest**

- Person is not moving, or is unresponsive or unconscious
- Person is not breathing or not breathing normally (irregular breaths, gasping or gurgling, not breathing)
- Seizure or convulsion-like activity may also occur
- Person may have just received a blunt blow to the chest

### **2) Early call to 911 and Alert within the school**

- Call 911 as soon as a potentially life-threatening event is recognized
  - Provide school address, cross streets (below), patient condition; remain on the phone with 911
- Alert the school office through the intercoms present in the gym as well as every classroom
- Give the exact location (“Sr. / Br. \_\_\_\_\_ classroom, Room # \_\_\_\_\_, Gym, football field, etc.”)
- The office will notify the Emergency Response Team through the PA system “ Code CPR”
- All Emergency Response Team members proceed immediately to the scene of the cardiac emergency
  - Closest team member retrieves the AED en route to the scene
  - Designated people will immediately take the place of any staff member that may be on duty
    - Refer to Attachment C
- If there is anyone around the scene the assigned individual will perform crowd control – directing others away from the scene

### **3) Early CPR**

- If CPR/AED trained, **begin CPR/AED** as per standard training; have the defibrillator (AED) brought to the scene

- If not CPR/AED trained, **begin Hands-Only CPR** until the CPR trained response team or a responder arrives
  - Press hard and fast in the center of the chest
  - The 911 operator may give you directions for CPR and AED use

#### **4) Early Defibrillation**

- When the AED arrives, attach pads to the patient, using the following AED instructions:
  - The AED will ONLY deliver a shock if it is needed; if NO shock is needed, NO shock is delivered
- Continue CPR until the patient is responsive or EMS responder arrives (OK as is)

#### **5) Early Advanced Life Support**

- Transition care to EMS upon their arrival, to provide advanced life support

#### **Office Staff ( Main, Athletics, Security)**

- Confirm the exact location and condition of the patient
- May repeat page to activate the Cardiac Emergency Response Team (as above) and give the exact location
- Confirm that the Cardiac Emergency Response Team has responded
- Confirm that 911 was called; if not – call 911 STAT
- Assign a staff member to direct EMS to the scene
- Consider: Delaying class dismissal, recess, other changes to facilitate CPR and EMS functions
- Copy the patient's emergency information for EMS from Renweb
- Notify the patient's emergency contact (Parent, Spouse or Guardian)
- Notify staff and students when to return to the normal schedule
- Contact School District Administration

**School Name: Michigan Islamic Academy**

**Address: 2301 Plymouth Rd, Ann Arbor, MI 48105**

**Cross Streets: Plymouth Rd, Huron Pkwy, Beal Ave.**

**AED Location: First-floor entrance to the gymnasium**

**AED Location: Brother's side of the mosque in front of the MCA Office**

**Other school-specific location information: Connected to the MCA Mosque**