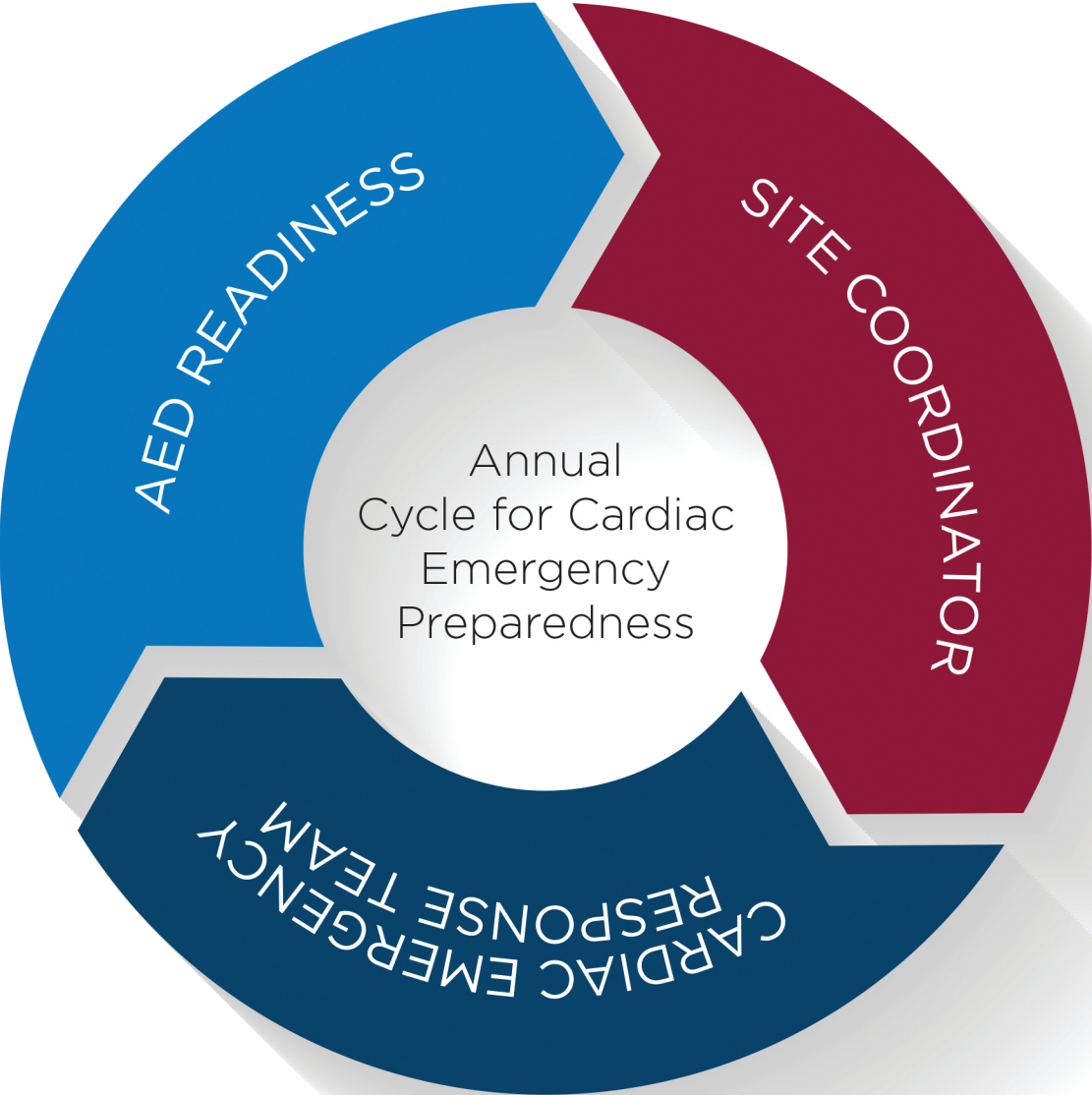


HEART SAFE SCHOOL DESIGNATION



SITE COORDINATOR RESPONSIBILITIES

AED READINESS

- Maintenance every month or per manufacturer directions



CARDIAC EMERGENCY RESPONSE TEAM

- Maintain Staff CPR/AED Training
 - Biannual CPR/AED Certification/Annual Hands Only CPR training
 - *Strongly Recommended for All Team Members*
- At least 1 Annual SCA Drill and Completion of Drill Checklist
- Interchange Roles during Drills



SITE COORDINATOR

- Budget for ongoing and future CPR/AED program expenses
- Perform at least 1 Sudden Cardiac Arrest (SCA) Drill
- Debrief post drills and evaluate for areas of improvement
- Review Cardiac Emergency Response Plan and adjust for your school
- Consider community needs and usage of building
 - Share Cardiac Emergency Response Plan with any groups who may use building after school hours
- All Staff Annual Awareness Training on Sudden Cardiac Arrest Awareness
- Use the Project ADAM resources available at: <https://www.projectadam.com/>
- Check in with your Project ADAM Program Coordinator for questions that arise

