



Always Safe, Always Prepared Emergency Response Drill Scenario

Purpose

- The best emergency is a well-rehearsed one
- Assess Associate and facility preparedness in the event of an emergency
- Clarify the roles and responsibilities of those expected to respond in an emergency
- Improve coordination among those responding to an emergency
- Increase Associate and member confidence for handling emergency situations

Objectives

- Incorporate active participation
- Provide an opportunity for de-briefing at the conclusion of each drill by identifying and addressing successes and learning opportunities

Scenario

- Location: Swimming Pool, and/or spa (if no pool on premise simply discuss and simulate as best possible)
- Member is distress and actively drowning; transition into passive drowning
 - Active drowning is when the victim can move and thrash about and looks distressed; they may be able to call for help.
 - Passive drowning occurs when the victim can no longer support themselves and they have lost consciousness.
 - If the victim is in a passive state we must first make sure they are breathing and then get them out of water ASAP.

Actions

1. Associate enters area and alerts other Associates of situation
2. Identify which participating Associates are currently CPR/AED certified
3. Identify which Associates participating are currently certified lifeguards
 - a. What if there is no lifeguard on duty?
 - i. Shout for help and/or call 911
 - ii. Do not proceed alone unless you are very comfortable in the water and you know additional help is on the way
 - iii. Once the victim is out of the water, proceed as if it is a normal breathing emergency
4. Associate instructs first lifeguard to blow three short whistle blasts to alert the team, enter the pool, retrieve and stabilize the victim with their head above water
5. Associate instructs second lifeguard to echo three short whistle blasts followed by one long whistle blast to clear the pool; oversee safe exodus of pool
6. Assist the victim to the side of the pool and help them get out or wait on the pool wall with victim until help arrives.
 - a. If the victim is in a passive state we must first make sure they are breathing and then get them out of water ASAP
7. Associate instructs another Associate to clear the area and control the crowd
8. Associate instructs another Associate to alert the front desk and return with the AED
9. Associate instructs another Associate to get the backboard then locate parents
 - a. No backboard is necessary only if they are not breathing and you do not suspect a head neck spinal injury



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10. Front desk

Associates
should

simulate a 911 call with the following:

- a. Identify the location of the victim/incident
- b. Give basic directions to club entrances
- c. Direct an Associate to wait outside for paramedics to arrive
- d. Direct the paramedics to the scene of the incident

11. CPR/AED certified Associate stays with the victim; keeps them calm and monitors the situation

12. Cover the victim with towels or clothing to prevent heat loss

13. If the victim stops breathing and loses consciousness trained Associate may begin CPR until AED or emergency medical personnel arrive

- a. Remember to spell C-A-B (circulation, airway, and breathing) to help people remember the steps of CPR.
- b. Circulation: Restore blood circulation with chest compressions
 - i. Try to get the person to respond; if they do not, roll the person on their back on a firm surface.
 - ii. Place the heel of one hand over the center of the person's chest. Place your other hand on top of the first hand. Keep your elbows straight and position your shoulders directly above your hands.
 - iii. Use your upper body weight (not just your arms) as you push straight down on (compress) the chest at least 2 inches (approximately 5 centimeters). Push hard at a rate of about 100 compressions a minute (to the count of 1 and 2 and 3 and 4...)
 - iv. If you haven't been trained in CPR, continue chest compressions until there are signs of movement, the AED arrives, or until emergency medical personnel take over. If you have been trained in CPR, continue C-A-B
- c. Airway: Clear the airway
 - i. Open the person's airway using the head-tilt, chin-lift maneuver. Put your palm on the person's forehead and gently tilt the head back. Then with the other hand, gently lift the chin forward to open the airway.
 - ii. Check for normal breathing, taking no more than 10 seconds. Look for chest motion, listen for normal breath sounds, and feel for the person's breath on your cheek and ear.
- d. Breathing: Breathe for the person
 - i. Pinch the nostrils shut for mouth-to-mouth breathing and cover the person's mouth with yours, making a seal. Always use a face shield which can be found in all first aid kits and the AED emergency pack.
 - ii. Give the first rescue breath — lasting one second — and watch to see if the chest rises. If it does rise, give the second breath. If the chest doesn't rise, repeat the head-tilt, chin-lift maneuver and then give the second breath. Thirty chest compressions followed by two rescue breaths is considered one cycle.
 - iii. Resume chest compressions to restore circulation.
- e. Continue compressions and breaths – 30 compressions, two breaths – until the AED or emergency medical personnel arrive



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14. CPR/AED
trained
Associate
should run the AED unit's self-test to ensure the unit is ready had this been a true emergency
15. Simulate paramedics arriving, taking over, and transporting the injured person
16. Manager / Safety Rep reviews documentation and reporting procedures

Debriefing

- Identify where the team excelled as well as where they need improvement and complete report
- Manager / Safety Rep completes the Debriefing & Evaluation Log as a part of the group discussion
- Each participant signs and dates the Participation Log