



# Always Safe, Always Prepared

## Emergency Response Drill Scenario

### Cardiac Arrest

#### 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

#### Locations

- All Bay Club locations

### SCENARIO: Cardiac Arrest

- Location at the Club: Group Exercise and/or Cycle Studio

#### ACTIONS

1. Associate enters area and alerts other Associates of situation
2. Identify which participating Associates are currently CPR/AED certified. These associates should immediately prepare to provide care and call for an AED.
3. Simultaneously, other associates on hand should clear the area, control the crowd, alert the front desk, and retrieve an AED. If associates are not available, designate other bystanders present to assist.
4. 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
5. CPR/AED certified Associate stays with the victim; keeps them calm and monitors the situation
6. When the victim stops breathing and loses consciousness, trained Associates should 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, flat 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, interlocking your fingers. Only the heel of your



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Conducted at 8 am, 1 pm and 4 pm – December 2020

hands should be on the chest. Keep your elbows locked and straight, positioning your shoulders directly above your hands.

- iii. Use your upper body weight (not 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...) but no more than 120 compressions per minute.
- iv. If you haven't been trained in CPR, continue chest compressions until there are obvious signs of life, 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. Place the palm of your hand on the victim's forehead and two fingers of your other hand under the person's chin. Gently tilt the head back and lift the chin to open the airway.
- ii. Look, listen, and feel for normal breathing for around 5 seconds, but 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. Place a face shield or mask over the persons mouth and nose. Pinch the nostrils shut for mouth-to-mouth breathing and cover the person's mouth with yours, making a seal. For your own safety, always use a face shield which can be found in all first aid kits and the AED emergency pack. If a face shield or mask is not available, continue with compression-only CPR.
- 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.

**e. Continue CPR cycles— 30 compressions, two breaths – until there are obvious signs of life, the AED arrives, or until emergency medical personnel take over.**

7. CPR/AED trained Associate should run the AED unit's self-test to ensure the unit is ready had this been a true emergency. The battery for an AED should be checked monthly.
8. Simulate paramedics arriving, taking over, and transporting the injured child
9. Manager / Safety Rep reviews documentation and reporting procedures

### DEBRIEF :

- Identify where the team excelled as well as where they need improvement and complete report
- Manager completes the Debriefing & Evaluation Log as a part of the group discussion
- Each participant signs and dates the Participation Log
- Participation Log is emailed to [hr@bayclubs.com](mailto:hr@bayclubs.com) immediately following the drill