



POLICY FOR EMERGENCY CART (E-CART)

PURPOSE:

- To organize and maintain the emergency cart (E-Cart) to ensure adequate needed equipment for CPR procedures.

ADHERED TO:

- Nursing departments and other CPR-certified staff.

POLICY:

- The DON will ensure the equipment are stocked in the E-Cart. The DON contacts the contracted pharmacy for the equipment supplies.
- The E-Cart will be located on each floor, hall, unit in the medication prep room where it is accessible and known to all staff.
- The E-Cart will be inventoried and restocked after each use and checked at least monthly and documented by nursing staff or the pharmacist consultant.
- Back-up emergency supplies should be kept in the med room.
- Additional supplies and/or equipment **may not** be added to the E-Cart.
- All emergency equipment in the E-Cart will be checked **monthly** by the DON. The E-Cart should be locked. Once a month the E-Cart should be opened and checked for outdated supplies. Internal and external equipment should be checked by ensuring proper function of equipment
- E-Cart checks should be documented on the lists maintained on the E-Cart.
- E-Carts will be maintained and supplied in accordance with the crash cart minimum requirements list which include respiratory equipment.
- **All nurses** should be familiar with the E-Cart contents and content locations.
- The nursing staff will ensure that all appropriate documentation has been completed during the emergency procedure.
- Emergency medication stocks separately in an E-Kit by the pharmacist. This kit must be checked **monthly** for expired drugs.
- New employees will be oriented to all emergency bags/kits and procedures, and training programs will be provided to maintain competence in emergency response.
- E-Cart location, supplies, and emergency procedures shall be re-informed each time during the mandatory in-services.
- All nurses should maintain updated CPR certificates.
- **At least two** staff who are CPR certified are scheduled each shift.

PROCEDURES:

- During the emergency situation such as: resident is found unresponsive, no response in neurological check; severe injury; excessive bleeding; etc.:
 - Initiate the nursing assessment along with the assign duty to call 911 or EMS.
 - Initiate CPR if applicable per CPR policy and procedures.
- The charge nurse on that shift is in charge of the emergency procedure, including ensuring the reports are properly given to other agencies and the documentation reflects the actual procedures.
- During the emergency situation, the charge nurse **immediately** assigns the duties to staff include:
 - Who calls 911?
 - Who brings the emergency supplies to the scene?
 - Who initiates CPR? Who assists?
 - Who calls the family and the attending physician?
 - Who writes the notes? Where are the notes written and saved?
 - Who takes the vital signs?
 - What information will you give EMS and who will prepare this information?
 - Who will administer medications?
 - Who does the documentation (resident's response and nursing procedures)?
 - Who contacts the administrator and/or DON (if not present)?

EQUIPMENT	QUANTITY
AED defibrillator	
Ambu bag with CPR mask	
<i>Anaphylaxis</i> kit (Epinephrine)	
Blood pressure cuff, stethoscope	
Thermometer, pulse oximeter	
Cervical collar	
CPR mask and non-rebreather oxygen face masks	
Disposal isolation equipment (PPEs): gown, mask, goggles, face shield	
Dressing supplies: medical tape, scissors, alcohol pads, gauze	
Exam gloves	
Flat board	
Hand sanitizer gel	
IV kits with angiocaths	
Nasal cannulas	
Oxygen mask	
Oxygen tank (FULL , in proper holding container), regulator, key	
Biohazard bags	
Small pad of paper and pen (for notes at the scene)/code blue sheet note	
Sterile gloves with sterile gauge	
Sterile water or normal saline (1000ml bags), sterile syringe, sterile needles	
Suction machine, suction catheter	
IV tubing	
Tourniquets	
Glucometer, strips, lancets	
Sharps' container	

***Make sure your Drug E-Kit is accessible and has emergency drugs available such as Narcan, Epinephrine, Glucose tabs, and Nitroglycerin**