

Project ADAM all staff orientation

Introduction:

This is a template that can be modified for any school. This presentation lasts approximately 20 minutes. You will need a computer, internet access and a projector or screen. This training is best done at an ALL staff meeting.

Frequency:

Project ADAM recommends this staff orientation is conducted annually or on an as needed basis with new staff.

Learning objectives:

1. Introduce Project ADAM's role in schools.
2. Identify SCA.
3. Introduce staff to school's particular AED and location.
4. Introduce members of the school's Cardiac Emergency Response Team.
5. Review the school process of Cardiac Emergency Response Plan and Drills.

Project ADAM training videos:

All school staff should know the signs of a SCA and how to take action.

www.projectadam.com/Heartsafeschools

Chapter 1: The Adam in Project ADAM {2:40}

Chapter 2: Understanding Sudden Cardiac Arrest {5:36}

Project ADAM Training Videos

Chapter 1: The Adam in Project ADAM



Chapter 2: Understanding Sudden Cardiac Arrest



Sample Script to Meet Objectives

We have been working towards becoming a designated Heart Safe School with Project ADAM. Project ADAM takes its name after Adam Lemel, a 17-year-old Wisconsin high school student who collapsed and died while playing basketball.

Being a Heart Safe School with Project ADAM means we will experience annual Project ADAM all staff orientation as well as participate in ongoing cardiac emergency response drills. The cardiac emergency response drill is an exercise that helps us to measure our preparedness and strengthen weaknesses.

We are going to watch two short videos about why our school is partnering with Project ADAM, SCA and what a good response looks like.

[Watch Chapter 1: The Adam in Project ADAM {2:40}](#)

[Watch Chapter 2: Understanding Sudden Cardiac Arrest {5:36}](#)

There is a general plan that every school should follow. The Cardiac Chain of Survival is simple and easy to remember:

1. Early recognition of SCA
2. Early call to 9-1-1
3. Early CPR
4. Early AED
5. Early Advanced Care

There's usually not much warning with a SCA. Often these victims are the picture of health; out for their daily run or in the middle of a ball game and suddenly drop.

Signs of SCA can include one or more of the following:

- Not moving, unresponsive or unconscious, *or*
- Not breathing normally (i.e., may have irregular breathing, gasping or gurgling or may not be breathing at all), *or*
- Seizure or convulsion-like activity.

Note: Those who collapse shortly after being struck in the chest by a firm projectile/direct hit may have SCA from commotio cordis.

AED stands for *Automated External Defibrillator*. The AED(s) at our school is located _____.

These devices should be stored in an unlocked case. Most AED cases have an alarm. The alarm is not connected to EMS, but is for your notification. If the AED is retrieved in an emergency, we recommend letting the alarm sound until the team has secured the situation.

AED Demonstration:

The AED is very simple to use. Demonstrate briefly how to turn the school AED on and where the pads for adult and children are located.

The AED cannot hurt anyone and will only deliver a shock if necessary. It should not be feared. The AED will walk you through the steps.

Our School's Team and Response:

We have established a Cardiac Emergency Response Team and a plan in the event of a SCA. Part of this plan is that the entire staff is aware of the procedure. (Ask response team to stand). These people have agreed to serve as our school response team. They have been trained in CPR and AED use (or they will be shortly!) and will come to your aid when needed. Whether or not you are on the "team," you are responsible in some way.

At this point, describe your school's specific response procedure including items such as:

- Identified code name
- Method of communication
- Who waits and directs emergency medical services

If you are not a team member, you will keep your students in their classroom and stay out of the hallways. If your classroom is near a team member, you will make sure their students are supervised so the team member can attend to the victim. All staff should make every effort to protect the privacy and dignity of the victim, while also protecting their students from the trauma of such an incident.

All other personnel should clear the area and should take care to keep students away from the victim and out of the hallways. When EMS has left the premises, the front office should notify the staff with an overhead announcement: "Staff may resume normal activities at this time."

Conducting a Drill:

Next, explain to all staff the frequency and process for conducting Cardiac Emergency Response Drills in your school.

Any questions?