

**EMERGENCY DEPARTMENT POLICIES**

<b>SUBJECT:</b>	Emergency Response for Medical Center - Non-Inpatient Areas and Psychiatric Units in the East Building	NO. 5.1 PAGE NO. 1 of 1
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Original Date of Issue: 3/97

Reviewed:	9/97	5/98	1/00	6/01			
Revised:	5/99	4/03	4/06				

Patient Population

Neonate	√
Pediatric	√
Adolescent	√
Adult	√
Geriatric	√

**POLICY:**

The Emergency Department (ED) of Mount Sinai Medical Center will respond to all Team 7000s and calls for assistance for non-life threatening emergencies to Medical Center properties on and near off campus. Far off campus areas are to call 911 for assistance.

**IMPLEMENTATION:** see below, MSH Policy A2-311

<b>THE MOUNT SINAI HOSPITAL, NEW YORK</b> <b>POLICIES AND PROCEDURES</b>	<b>SUBJECT NO.</b> A2-311
<b>DEPARTMENT:</b> Administration	
<b>SUBJECT:</b> Cardiopulmonary Resuscitation (CPR)	

Original date of issue: 3/00

Reviewed	10/01	3/03			
Revised:	10/01	2/05	3/06		

**I. GOVERNANCE:**

The CPR Committee functions as a subcommittee of the Quality Improvement Council and the Medical Board. It is responsible for developing standards and monitoring the related processes and outcomes of cardiopulmonary resuscitation.

**II. PURPOSE:**

*The purpose of this policy is to outline the mechanism for requesting a Team 7000 response in the setting of cardiopulmonary arrest, the staff that respond to Team 7000 requests and the required maintenance of Team 7000 carts. The primary medical response to a Team 7000 request is shared by a designated hospital CPR team and the Emergency Department. This policy outlines the areas served by each team. It should be noted that for off campus areas, 911 should be called. These areas are further outlined in Tables III and IV of this policy.*

#### RELATED POLICIES

- Nursing Policy #427 Cardiopulmonary Arrest Flow Sheet
- Nursing Policy #428 Cardiopulmonary Arrest
- Nursing Policy # 1327 CPR - Team 7000 (BCLS, ACLS and PALS)

### **III. NOTIFICATION OF NEED FOR TEAM 7000:**

1. Team 7000 is called by dialing 47000. The caller requests a pediatric or adult Team 7000, provides the building and location to Telecommunication who pages the Team 7000 members and/or the ED to respond. The ED can also be notified by dialing 636 to discuss transport options for non-life threatening emergencies.
2. Telecommunication notifies the on-call staff as defined in Section 4.
3. The ED security officer facilitates the ED team to the location of the Team 7000.
  - The ED security officer in the main waiting area of the Emergency Department will be alerted by the ED staff that escort is needed for the team. The team will meet at the desk across from Bay 12 in the Adult Treatment Area and proceed to the emergency together.
  - The security guard will lead the team to the scene and radio the dispatcher to arrange for access at the required elevator and for relief to return to his post
  - The patient flow analyst/charge nurse of the Emergency Department when applicable will contact EMS to verify assistance has been summoned or request it.

### **III. RESPONSE TEAM:**

1. The Hospital CPR team called "Team 7000" responds *to all inpatient* cardiopulmonary arrests on campus that are reported to the Telecommunications extension 47000. See Table I for areas covered.

2. The ED emergency response team for Team 7000 includes a physician, nurse and technician with equipment. A second technician follows with a stretcher. Areas covered are listed in Table II.

For more remote areas of the campus listed in Table III, 911 should be called immediately; in addition a physician, nurse and technician from the ED emergency response team will respond with cart and defibrillator.

#### **IV. TEAM 7000 COMPOSITION:**

##### 1. Adult Team

- Senior Medical resident/consult resident who functions as the team leader.
- Two additional medical residents.
- An anesthesiologist
- A respiratory therapist
- A security supervisor and one security officer to secure route for transport.
- Registered Professional Nurses. Additionally, associate/assistive staff (e.g., SA, PCA, and Tech.) participate to obtain supplies and equipment as needed.

##### 2. Pediatric Team

- Senior pediatric resident who functions as the team leader.
- Two additional pediatric residents.
- Same personnel as defined above in 4.a.3 - 4.a.6 above.

#### **V. MAINTAINING TEAM 7000 CART:**

The manager of every patient care area with an approved cart is responsible for ensuring the cart is checked, restocked appropriate documentation completed, and located appropriately in accordance with this policy. The cart is to be stored in a central location with all other essential emergency equipment (e.g., defibrillator, suction/ECG machines) necessary for advanced cardiac life support.

1. **Routine Checks** - The integrity of the cart locks must be checked and documented every shift for inpatient areas and once during hours of operation in ambulatory areas. The defibrillator must be tested at the same time as the cart check in accordance with the defined procedure for the specific model and documented on Team 7000 cart sign-off sheet. In addition, a check of the portable suction/ECG machine/ AED battery check (where applicable) must be completed and documented at this time.
2. **Restocking** - The cart is to be restocked immediately following completion of a resuscitative effort. The person completing the restocking

will apply a lock and document cart completion on Team 7000 Cart sign-off sheet.

3. **Expiration dates** - The contents of the cart must be checked the last Wednesday of the month for expired medications, blood tubes and/or medical surgical supplies. All expired items must be replaced immediately.  
Batteries for the Laryngoscopes are to be changed monthly and noted on sign-off sheets.  
**NOTE:** Team 7000 Cart sign-off sheets must be maintained for two months on the patient units
4. **Locks** - Locks for the Team 7000 Cart cannot be kept in the cart. Locks must be stored in a secured location in the medication room.
5. **AED Maintenance**-If battery indicator displays either flashing or solid red "x": remove the existing battery pads and re-insert it until the latch in place, as a test for proper connection. If the solid red "x" continues to appear, DO NOT USE battery pack and contact Clinical Engineering at 46209.
  - Replacement pads and card keys will be the responsibility of each assigned Care Center.
  - In the event AED is utilized during the Team 7000 code, card key must be forward to Quality Assessment and Improvement Box #1233 along with CPR Flow sheet

<b>TABLE I - HOSPITAL TEAM 7000</b>
Is the <u>primary responder</u> to all inpatient units on campus areas except: <ul style="list-style-type: none"><li>○ Intensive Care Units</li><li>○ PACU and Operating Room</li><li>○ Emergency Department</li></ul> <p><b><u>In addition, hospital team is the primary responder to B 1 Dialysis</u></b></p>

**TABLE II -  
ED Emergency Response Team With Equipment**

*Is the primary responder to:*

- All areas of MC Level (*Except B1 Dialysis Unit*), including halls and public areas
- All areas of the first floor lobbies and halls of Guggenheim, Annenberg, Atrium, KCC, Klingenstein Pavilion, 1184 5th Avenue, Atran Building.

**TABLE III -**

**911 Must Be Called First**

**ED Emergency Response With Cart and Defibrillator**

*Due to the difficulty in transporting critically ill patients from these locations, 911 MUST be called along with the Team 7000. The Emergency room will respond in concert with 911 to:*

- 19 East 98th Street building
- Primary Care Building (101st Street)
- Basic Science Building (101st Street)
- 5 East 98<sup>th</sup> Street building
- Basic Science Building
- 1425 Madison (Icahn or East Building) all areas except inpatient psychiatry units (covered by Hospital CPR team)

**TABLE IV**

**911 Should Be Called For The Following Locations**

*Neither the ED nor the Hospital CPR team will respond to these off campus locations. In all circumstances 911 must be called.*

- *5 East 102<sup>nd</sup> Street (offices above garage)*
- *5 East 102<sup>nd</sup> Street Garage*

- 99<sup>th</sup> Street Garages
- 17 East 102<sup>nd</sup> Street
- 1212 Fifth Avenue
- 1200 Fifth Avenue
- 3 East 101 St – The Guest Residence

***AED LOCATION***

- Madison 5-Adult Psychiatric Unit(1425 Madison Avenue)
- KCC-7S-(Klingenstein Clinical Center)
- Psychiatric Outpatient Department
- Women's Health Clinic -E Level
- Blood Transfusion Center

**VI. EDUCATIONAL REQUIREMENTS AND RECOMMENDATIONS:**

Each department is responsible for tracking and assuring compliance with the educational requirements related to Team 7000 as described in the attached chart. (See attachment I.)

## ATTACHMENT I:

COURSE	FREQUENCY	IDENTIFIED KEY PERSONNEL (REQUIRED)	IDENTIFIED KEY PERSONNEL (Recommended)
<b>BCLS</b>	Every 2 years	All nurses/NPs with patient care responsibility. House Staff with patient care responsibilities, (initial) PAs Respiratory Therapists, 94 <sup>th</sup> Street technicians in AHC, Dialysis, Midwives, <u>CRNAs</u> , Endoscopy and <u>Surgical</u> technicians	
<b>ACLS</b>	Every 2 years	Nurses: ED, CCU, CRC, Nurse Practitioners: ED and inpatient areas PAs: ED and inpatient areas, Midwives, <u>CRNAs</u> Physicians: Medical House Staff Anesthesia House Staff and Attendings Surgery House Staff and Surgical Critical Care Fellows Pulmonary/Critical Care Fellows Cardiology Fellows Pediatric House Staff Psychiatry House Staff (Initial) Interventional Radiology Fellows (Initial) Ob/Gyn House Staff (Initial)	Cardiac Intensive Care Unit (s) Surgical Intensive Care Unit (s) Post Anesthesia Care Units (s) Medical Intensive Care Unit (s) Cardiac Cath. Lab Neurosurgical Intensive Care Unit <u>7C, 7E, 7W</u> <u>Non-Invasive Cardiology</u>
<b>PALS</b>	Every 2 years	Nurses/ <u>Pediatric</u> /NPs: CRC, ED, PCICU, PICU Physicians: Pediatric House Staff and Attending Intensivists	Nurses in Cardiac Catheterization, PACU;
<b>NRP</b>	Every 2 years	Nurses/NPs, OB, NICU, <u>L&amp;D</u> , <u>Postpartum</u> Physicians: Pediatric House Staff NICU/Nursery Attending Respiratory Therapists, Midwives in Maternal-Child Health Care Center	
<b>AED</b>	Every 2 years	Selected Physicians/Nurses in Psychiatry, Womens' Clinic and Blood Bank	