



Administrative Regulation 4508 CARDIOPULMONARY RESUSCITATION AND AUTOMATED EXTERNAL DEFIBRILLATOR TRAINING AND CERTIFICATION PLANS

Responsible Office: Department of Student Health Services

PURPOSE

The Superintendent has adopted this administrative regulation to establish the implementation plan for instruction in Cardio-Pulmonary Resuscitation ("CPR") and Automated External Defibrillator ("AED") use to certain staff in the Washoe County School District ("District" or "WCSD").

DEFINITIONS

1. Cardiopulmonary Resuscitation ("CPR") is the care a rescuer provides when a patient's heart is suspected to not be fully or normally functioning. CPR consists of compressing the chest of a patient in cardiac arrest, effectively opening the patient's airway, and providing rescue breaths when safe to do so.
 - a. Cardiac Arrest is a physical condition caused when a patient's heart beats abnormally and can no longer pump blood through the body.
2. An Automated External Defibrillator ("AED") is an emergency medical device used to treat an abnormal heart beat using an electrical shock.

REGULATION

1. Through this administrative regulation, the District seeks to:
 - a. Ensure compliance with state and federal laws and regulations related to staff training in CPR and AED use; and
 - b. Protect and safeguard the health and safety of the students entrusted to the District's care, where students, faculty, and staff are able to learn and work in facilities where CPR and AED certified faculty and staff are equipped with the training and resources to help in emergency situations until more advanced help arrives.
2. In accordance with state law (NRS 391.092), the plan established by the District to provide certain teachers with instruction for certification in CPR and the use of an AED shall comply with the guidelines established by the American National Red Cross or the American Heart Association.
3. The following staff are required to receive instruction and certification in CPR and use of an AED:
 - a. Teachers and other licensed personnel who teach or supervise students in courses of study or activities which involve a high risk that CPR may need

to be administered during the course of study or activity to include, but not limited to:

- i. Physical Education
 - ii. Special Education. Special education programs for students with developmental or medical disabilities including, but not limited to:
 1. Hearing/Visually Impaired Services;
 2. Home Hospital Services;
 3. Occupational Therapy and Physical Therapy; and
 4. Speech and Language Pathology.
 - iii. Athletics. All paid and volunteer coaches and athletic trainers;
 - iv. Transportation of Students. All staff members in the Department of Transportation who may transport students;
 - v. School Police;
 - vi. Campus Supervisors;
 - vii. Truancy and Re-Engagement staff;
 - viii. Early Childhood Education Infant/Toddler Program faculty and staff;
 - ix. Team-Up Coordinators;
 - x. Personal Care Providers;
- b. Student Health Services nursing and clinical staff. School nurses, clinical procedure nurses, clinical aides, and any other staff who may work in a school-based student health office either on a full-time, part-time, on-call, or temporary basis;
- c. Faculty and staff who in the course of their employment are required to provide CPR and AED certification or training, including but not limited to:
- i. On-call, part-time, and full-time CPR instructors working for the District's CPR/AED training program; and
 - ii. Faculty teaching CPR and AED to high school students, including, but not limited to, sports medicine, ROTC, and health courses.
- d. Medical Emergency Response and Triage (Code Blue) Teams. Site based teams are available during the school/work day to respond to medical emergencies. Each school and administrative site will receive five (5) certifications from the CPR/AED program each calendar year to certify faculty and staff who volunteer to serve on a Medical Emergency

Response and Triage Team, in addition to other employees otherwise required to maintain CPR and AED certification.

- i. Schools are encouraged to include those from the following disciplines/positions on their Medical Emergency Response and Triage teams:
 1. Certified staff who are responsible for transporting children as needed, including principal and counselor;
 2. Backup Clinical Aides;
 3. Licensed teachers in the following disciplines:
 - a. Band and theater teachers;
 - b. Laboratory sciences such as Chemistry;
 - c. Career and Technical Education (“CTE”), including but not limited to those working with welding, electricity, woodworking, and agricultural equipment;
 4. Nutrition services manager/staff;
 5. Physical education aides and assistants.
 - ii. Each school year, the school administrator is responsible for providing a list of those who are serving on the school’s Medical Emergency Response and Triage Team in the school’s Crisis Response Plan. The administrator shall indicate which employees shall receive the five allocated certifications.
- e. Staff volunteering to serve on Medical Emergency Response and Triage Teams at administrative-only sites where AEDs are present and available for use in emergency situations.
- i. Such staff must have permission from their non-school department head to serve on the Medical Emergency Response and Triage Team and to enroll in a District CPR and AED course.
 - ii. Affected non-school department heads are responsible for overseeing Medical Emergency Response and Triage Team coordination, trainings, and certifications of involved individuals.

4. Training

- a. The District shall provide certain employees instruction and certification in CPR and AED in accordance with state law using recognized and established guidelines and protocols.
- b. The Department of Student Health Services shall be responsible for facilitating the training process by which identified staff shall attain

certification in CPR and AED. All training curriculum, trainers and certification must be approved through this department and shall comply with all applicable state and federal laws and regulations.

5. Medical Emergency Response and Triage Teams
 - a. Each WCSD site, including school and administrative sites, shall form and maintain have a Medical Emergency Response and Triage Team in accordance with HEA-P503.
 - b. All employees shall be familiar with and comply with the District's Code Blue Response (Medical Emergency Response and Triage) Plans at District Sites. (HEA-P503)
6. Faculty and staff who are required to be certified in CPR and AED shall establish and maintain current certification as indicated in Section 8.
 - a. Staff compliance with this regulation shall be documented with the Office of Human Resources.
 - b. Employees are responsible for providing current, valid certification documentation to the Office of Human Resources within 30 days of employment, unless alternative arrangements have been made.
7. Through this regulation, the District declares its intention to provide the resources necessary to provide all required faculty and staff such training and certification.
 - a. Faculty and staff wishing to obtain such certification but who are not required to do so, will be given the opportunity through the District's training program at his/her own cost.
8. CPR and AED Training and Certification Requirements
 - a. CPR and AED certification must be issued by the American Heart Association or the American Red Cross.
 - b. CPR and AED certification must include training and certification for appropriate age groups:
 - i. Adult and child CPR and AED certification for all faculty and staff working with students with additional training for specific groups indicated below,
 - ii. Adult, child, and infant CPR and AED certification for Student Health Services nursing staff, School Police, and faculty and staff working with children in the Early Childhood Education Infant/Toddler Program.
 - iii. For the purposes of this regulation, and in the context of CPR and according the American Heart Association, an adult is defined as

anyone older than 12 years of age and a child is defined as anyone older than one year of age and younger than 12 years of age.

- c. Training must meet or exceed current guidelines set forth by the American Heart Association or the American Red Cross. Such training must include:
 - i. Instruction in how to properly identify cardiac arrest, administer CPR, and use an AED for both adult and child patients;
 - ii. Physical practice administering CPR on both adult and child manikins;
 - iii. Physical practice with an AED training device, preferably similar to the AEDs used in the District; and
 - iv. Demonstration of skills.
 - d. Training should be appropriate for the employee's level of expertise. Nursing staff should maintain a level of CPR and AED certification commensurate with that of a healthcare professional. Those faculty and staff who are not licensed healthcare providers should receive layperson training and certification.
9. Waiver. Performing CPR during class and in a real cardiac emergency can be physically demanding. Medical limitations and/or disabilities may prevent some individuals from successfully performing the skills of CPR and completing certification requirements.
- a. Faculty or staff with a disability that may prevent them from safely and successfully performing CPR in a realistic emergency (such as on the ground) shall contact the administrator for the school site to discuss possible waiver at the site level.
 - b. If the administrator is unable to offer a waiver, the affected faculty or staff is directed to contact Risk Management.
 - c. Any and all accommodations must be documented with the Office of Human Services, and the Office of Risk Management, if necessary.
10. The District shall submit this regulation and its accompanying Board policy to the Nevada State Board of Education as documentation of the plan to provide certain employees instruction for certification in CPR and AED, in accordance with state law.

LEGAL REQUIREMENTS & ASSOCIATED DOCUMENTS

1. This administrative regulation reflects the goals of the District's Strategic Plan and aligns with the governing documents of the District, to include:
 - a. Board Policy 5038, Student Health and Welfare

- b. HEA-P503, Code Blue Response
 - c. Administrative Regulation 5140, Student Health
2. This administrative regulation complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
- a. Chapter 389, Academics and Textbooks, and specifically:
 - i. NRS 389.021 Establishment of courses of study; provisions governing cardiopulmonary resuscitation and automated external defibrillator for health course in middle school, junior high school and high school.
 - b. Chapter 391, Personnel, and specifically:
 - i. NRS 391.092, Certification in cardiopulmonary resuscitation: Establishment and submission of plan for training; requirements of plan; certain educational personnel required to establish and maintain certification; agreement to provide training.
 - c. Chapter 450B, Emergency Medical Services

REVISION HISTORY

Date	Revision	Modification
10/21/2019	1.0	Adopted