

 <p><b>Connecticut Valley Hospital Nursing Policy and Procedure</b></p>	<p><b>SECTION D: PSYCHOLOGICAL ADAPTATION CHAPTER 12: MEDICAL EMERGENCY PROCEDURES</b></p> <p><b>POLICY AND PROCEDURE 12.2.1: Emergency Cart Contents and Use</b></p>
<p>Authorization: Nursing Executive Committee</p>	<p>Date Effective: May 1, 2018 Scope: Registered Nurses and Licensed Practical Nurses</p>

**Standard of Practice:**

Staff will maintain competency in provision of care during medical emergencies and provide appropriate equipment and medication.

**Standard of Care:**

The patient can expect that competent staff will provide care during medical emergencies, and that all necessary equipment and medications will be quickly available.

**Policy:**

Emergency carts will be stocked with items that are determined by a Hospital-Wide Management of the Environment of Care (MEC) subcommittee. These items will be present on and in each operational cart in the determined amounts and in good condition so that there is consistency throughout the hospital.

**Procedure:**

Based on the most current listing from the Medical Emergency Response subcommittee, each operational emergency cart will be fully stocked. Refer to the Medical Emergency Response Manual for up to date content list.

When a cart is initially brought to a new unit, its contents and conditions will be jointly reviewed by the Head Nurse and the Central Supply Supervisor, and both will sign off on a Central Supply form. Whenever the Central Supply Supervisor initiates a cart check (to restock expired items or to add a new product, for example), both parties will review the cart and sign off on the form.

In a medical emergency bring the cart and AED device (refer to Nursing Policy & Procedure #12.3 for AED) to the site and prepare them for use.

Plug the cord completely into an electrical outlet. Open the cart by cutting or breaking any locks and removing or moving any bars. If suctioning is needed, add a terminal catheter (whistle tip or Yankauer) to the tubing and turn the power switch on. If oxygen

is needed, open the cylinder at the neck, adjust the liter flow rate and attach either a face mask or a nasal cannula or a B.V.M. Break the lock on the medication drawer only if needed.

After the emergency is over, the cart must be immediately restored to its ready state. The nurse in charge of the emergency will delegate a nursing staff member to restock all items except for medications.

Disposable items: Any single-use, disposable item that has been opened or used on the patient must be disposed of. This includes the suction canister and tubing. Replacement items are to be obtained from unit or building based contingency supplies. These unit or building based contingencies are stocked and maintained through the routine unit or building central supply ordering process. If the cart is opened, apply a yellow security lock, which can be obtained from the Pyxis system, and then notify the Pharmacy, who will replace it with a red tag.

In Page Hall, obtain the yellow security lock from the Page Hall Mall Nurse.  
At Blue Hills Hospital, obtain the yellow security lock from the Nursing Office.

Non-disposables: Other items that are not disposable must be returned to their place on or in the cart. If any item is contaminated by blood or body fluid contact, it must be cleaned first, then disinfected (see Infection Control Manual).

When the oxygen cylinder gauge indicates a level that is below 500 psi, the cylinder is to be replaced by calling the Switchboard Operator. At Blue Hills Hospital, contact Pharmacy for the replacement.

Notify the Pharmacy that the cart has been opened even if medications or other items have not been used, i.e., opening cart for review, practice, or teaching purposes. The Pharmacy will inspect the cart the next business day.

At the CVH campus, in order to access the yellow lock from the Medstation, sign into the Medstation, select any patient and go into “override.” A list will appear and, somewhere near the top, you will see “yellow emergency locks.” Select this; remove one and sign out of the medstation. Place the yellow lock on the emergency cart and notify the pharmacy via telephone (ext. 6140), so that the next working day they can apply a “red lock” after restocking. In addition to notifying the Pharmacy, the nurse is responsible for notifying the supervisor of the need for a lock change. The Nursing Supervisor will be responsible for indicating on the shift report that the Pharmacy has been notified of the need for a lock change. The Nurse Supervisor working on the next business day will follow up with the unit to ensure the cart lock has been changed, and then follow up with the Pharmacy as needed.

At the Blue Hills Hospital campus, the yellow lock will be kept in the Nursing Office.

The emergency cart will be checked, restocked with medication as needed and locked by the Pharmacy with a red security lock.

\* NOTE: Mock medical emergencies will be conducted quarterly on each shift in all Divisions, in absence of an actual medical emergency. Response to the drill will be documented (See 12.2.1a).

## **EMERGENCY CART - CONTENTS**

### **Back of Cart**

Cardiac Board (1)

### **Left side of Cart (facing cart)**

Disposal unit (trash bag) (1)

25 foot electrical cord (1)

### **Right side of Cart (facing cart)**

O<sub>2</sub> tank with regulator (1)

Gloves (1 box) large

1 bag containing nasal cannula (1) and non-rebreather mask (1)

Resuscitation mask with 1 way valve (1)

### **Top of Cart**

Covered gomco suction machine with tubing package (1)

Suction catheters (3) (additional in 4<sup>th</sup> drawer)

Suction catheters Size 14Fr (1)

Suction catheters Size 16Fr (1)

Suction catheters Size 18Fr (1)

Sharps disposal unit (1) (secured to cart)

Ambu-bag (1)

Airways (3) - size 4, 5, 6 (all kept in same plastic bag)

Folder of paperwork (1)

Yankauer suction handles (2)

### **PAGE HALL CARTS ONLY:**

Accucheck Machine (1)

Pulse OXIMETER (1)

## **Drawer One**

Emergency Medications Only

## **Drawer Two**

Syringes (15)

Insulin syringe (5)

10 cc syringe (5)

60 cc syringe (2)

3 cc syringe (21g x 1 ½") (3)

Butterfly needles and Adapters (5)

Tegaderm (4)

Tourniquet (1)

Alcohol wipes (1 box)

Sterile latex gloves (9)

Small (3)

Medium (3)

Large (3)

Needles (10)

21g x 1 ½" (5)

25g x 5/8" (5)

Penlight (1)

Blood pressure cuff (1)

Stethoscope (1)

Bottle alcohol handwash sanitizer (1)

## **Drawer Three**

4 x 4 sterile gauze (1 box)

Cling wrap 3" (2)

Elastic bandages 6" (2)

Razors (2)

Ice packs (2)

Combination pads 8 x 10 (4)

Emesis basin (1)

2 x 2 sterile gauze (1 box)

Elastic bandages 3" (2)

Disposable scalpels (2)

Pair of bandage scissors (1)

Pair of Safety Scissors (Pink Handle) (1)

PPE's kits (2)

Roll of paper tape 3" (1 roll)

## **Drawer Four**

### Suction Set Up

Canister (1)

Suction catheters (6)

Irrigation solution (2)

Tubing package (1)

IV Board (1)

### Splints (2)

Leg (long) (1)

Arm (small) (1)