



EMERGENCY PREPAREDNESS PLAN

Medical Emergency

Protocol

Code does not always have to be announced

“CODE BLUE”



1.0 Introduction

- As a component of the Emergency Plan, the “Code Blue for Medical Emergency Response Protocol” provides instructions for a coordinated operational response to episodes where a resident experiences an injury or illness that is acute in nature and poses a serious risk to a resident’s life or long-term health, if action is not taken promptly.
- A Medical Emergency is defined as a cardiac and/or respiratory arrest, convulsive seizure, acute chest pain, acute respiratory distress, syncope and/or any other situation where urgent clinical assistance is needed. A situation is deemed a medical emergency based on the assessment findings of the registered nursing staff member, the medical diagnoses of the resident, the resident’s expressed personal care wishes, and the overall plan of treatment.

- **Definitions**
 - The Emergency Control Officer (ECO) is the RN supervisor who is responsible for the Home Area where the incident is occurring.
 - Refer to Appendix A of the Emergency Plan re designated position charts for the assigned Emergency Brigade members.

2.0 Implementation of the Code Blue Medical Emergency Protocol: Training & Education

- Registered staff members must maintain a current level of CPR/HCE (Health Care Professional)
- On an annual basis all registered staff members are offered CPR recertification through Pioneer Manor’s “Respiratory” service provider.
- Mandatory annual “Code Blue for Medical Emergency Response Protocol” education and training will occur for all staff.
 - Training may include, but is not limited to, in-class presentations, area/classification specific training, facility-wide drills, table-talk discussions (between shifts will be conducted annually), mock scenarios and e-learning (Surge).
 - Student education occurs during orientation.
- All newly hired staff, students and recruited volunteers are instructed to read and familiarize themselves with the Protocol.
- During the new employee classroom orientation days all registered nursing staff will receive an overview of their responsibilities during an alleged ‘Code Blue’.
- The protocol is to be reviewed by the Manager of Resident Care and Program Coordinators on an annual basis and all revised information is to be brought back to the Emergency Preparedness Committee.

3.0 Implementation of the Code Blue Medical Emergency Protocol: Procedure

- Upon a medical emergency the Home Area registered nursing staff member is to:
 - Assess the resident immediately
 - Contact the ECO (RN Supervisor)
 - Refer to the Resident’s “Personal Care Wishes” and respect their level of medical intervention. If the resident or Substitute Decision Maker (SDM) have requested full treatment/resuscitation the ECO will provide the directive to call EMS/9-1-1 immediately.
 - Delegate a staff member to page “Code blue, area, room number or location i.e. “*Code Blue, Poplar 223*”, “*Code Blue, Poplar 223*”, “*Code Blue, Poplar 223*” three times over the paging system.
 - Paging Procedure - Lift the receiver and dial 5558 → Dial 00 and two beeps will sound - the paging system is now activated → Speak loudly and clearly while making the announcement → Hang up
 - Proceed to 4.0

4.0 Code Blue Procedures for Designated Positions:

- **The ECO (as feasible):**
 - Assess the situation.
 - Review resident's "Personal Care Wishes", oneMAR, clinical chart, SDM information
 - Make decisions re level of interventions
 - Provide clear directives, delegation to others and determine when staff can be released from the situation.
 - Delegate a staff member to page the cancellation of "Code Blue"
 - Assess the need for additional resources and call upon them if needed (e.g. Physician, EDOS)
 - Ensure proper documentation is completed
 - Lead the debriefing process (Debrief forms included on the IC clip board)

- **Registered Staff in the Home Area** (as appropriate for each of the medical emergencies):
 - Initiate/delegate first aid and/or CPR.
 - Advise the ECO immediately.
 - Retrieve/delegate retrieval of medical emergency equipment and supplies.
 - Call 9-1-1 for an ambulance and make arrangements for transfer to Health Sciences North Emergency Department.
 - Prepare required paperwork for transfer to hospital.
 - Send resident to hospital.
 - Contact and update the SDM.
 - Update the responsible Physician at an appropriate time and place a note in the Doctor's Book.
 - Document a progress note in the resident's clinical record and revise the resident's plan of care to indicate change in status (if applicable).
 - Input a "Nutrition Service" referral in PointClickCare (PCC) to alert Dietary services for a follow-up and evaluation of the resident's choking and texture status, if the incident was a choking episode.

5.0 Staff in the Home Area will:

- Remove residents from immediate area if required.
- Assist with the retrieval of medical emergency equipment and supplies as directed by registered staff.
- Support the residents that have been removed from the situation.
- Assist ECO as directed.

6.0 Emergency Brigade will:

- Secure their area of responsibility and proceed to the location of the Code Blue.
- If the Code Blue is in the Lodge (1st floor), remain at the main doors of the Lodge entrance for further direction from the ECO.
- If required, assist in removing residents from immediate area.
- Support the residents who have been removed from immediate area.
- Assist ECO as directed.

7.0 Communication Runner will:

- If requested, meet EMS at the front door.

8.0 Documentation Requirements When a Code Blue is Called:

- The ECO is responsible to:
 - Ensure the completion of the Code Blue Report form including the attendance record (see Appendix 1). The original version of the completed Code Blue Report form and Attendance sheet is to be placed in the Supervisor of Laundry, Housekeeping & Material Control's mail pan.
 - Ensure completion of the Resident incident report in Point Click Care (PCC)
 - Send an email informing the RN Supervisors and Managers of the outcome and/or status by using the user group "*PM_Emergcomgroup*" during and after the occurrence.

9.0 Debriefing:

- The ECO must conduct a debriefing following the incident.
- All staff must remain in the Home Area for the debriefing.
- Review and ensure all the Code Blue Report forms are completed as required.
- Allow each team member to comment, voice concerns/issues and to be advised of additional assistance if needed (e.g. reporting injuries, emotional management).
- Discuss what went well, what didn't and make recommendations on how to improve the protocol.

See also:

Resident Care "Documentation Incident Report of Unusual Incidents" Policy and Procedure

Resident Care "Transfer to Hospital" Policy and Procedure

Resident Care "Personal Care Re Suctioning" Policy and Procedure

Pioneer Manor Corporate "Levels of Treatment" Policy and Procedure

MEDICAL EMERGENCY - CODE BLUE REPORT FORM

Date: _____

Time: _____

Person discovering emergency situation: Staff Resident Visitor Other _____

A. Resident Information:

Name: _____ Age: _____ Room # _____

B. Resident's Mental Status: Oriented Disoriented Unconscious

C. Medical Emergency: Choking (specify level below) Unconscious Seizure
 Absence of Vital Signs Serious fracture Other _____

Provide Details:

D. Resident's Personal Care Wishes:

Level 1 Level 2 Level 3 Level 4 with CPR Level 4 without CPR

E. Interventions Initiated:

Addressed choking CPR Call SDM Call 911 Sent to hospital

Provide Details & Response

F. Follow Up Completed:

PC or Admin on call notified Doctor informed & note in Doctor's Book, Nutritional Referral Documentation in PointClickCare: Progress Note

G. Debriefing Session

1. Debriefing session held immediately following Code Blue? Yes No

If "no" please indicate why?

2. What occurred prior to the incident?

3. What was the outcome of the incident?

4. Analysis: (who, what, where, when, why)

5. Recommendations:

6. Further follow up required with staff Yes No

7. EAP provided to staff Yes No

8. Notification email sent to the "PM_Emergency" GroupWise email address Yes No

Signature: _____

Date: _____

Completed form goes to Chair of Emergency Preparedness with copies to the Manager of Resident Care and Program Coordinators

Emergency Control Officer (ECO) Code Blue Checklist

This document is to be used as a guide by the RN Supervisor who is responsible for the Home Area where the incident is occurring. The ECO acts as the spokesperson for the team and is to delegate task as needed

- Initiate the Code Blue page or delegate if not done
- If overhead pager not functioning, initiate secondary communication plan - send runner
- Provide brief report to response team as indicated
- Identify medical emergency and next steps
- If resident is to transfer to hospital ensure paper work is sent.
- Ensure SDM is notified
- Assess need for additional resources and call upon if needed (e.g. Onsite Physician, 911)
- Attending Physician / Medical Director is notified if deemed necessary and available
- Delegate someone to meet ambulance at front door and escort to Home Area
- If an injury occurs, ensure proper first aid is given
- Determine when to release staff back to their area of work
- Prior to staff leaving arrange for Debriefing session to occur as soon as possible after the incident
- Lead Debriefing session, complete forms and copy appropriate individuals as indicated
- Delegate staff member to page and cancel Code Blue
- Ensure all necessary documentation is completed → progress notes, incident report, note in Doctor's Book, nutritional referral is submitted post incident if required