



BEST PRACTICE MODEL: CARDIAC SCREENINGS

As the national voice solely dedicated to protecting youth from Sudden Cardiac Arrest (SCA) and preventable Sudden Cardiac Death (SCD) PHW is proud to develop best practice models in several areas of primary and secondary prevention.

These models are based on the compilation of PHW member activities and best practices. They are meant to be used as a guideline to assist you in planning and executing a cardiac screening event for youth. Obviously every situation is unique and your actual process may differ. Please know that PHW is always here to answer questions and provide support.

The basic components of this best practice model include:

1. Getting Started
2. Outreach and Education
3. Minimum Guidelines
4. Variations Available
5. Setting
6. Logistics
7. Data collection

Getting Started

1. Attend a cardiac screening event; observe and take notes on how it is done.
2. A six (6) month lead time is optimal for planning.
3. Find a “Medical Champion”, a physician who is willing to champion your efforts from the medical perspective. Suggestions for finding a medical champion include reaching out to:
 - a. Local hospital or clinic-based cardiology group
 - b. Sports medicine group with interest/training in cardiac issues
4. Recruit other professionals with interest in cardiac issues to support your efforts
 - a. Nursing professionals with interest/training in cardiac issues
 - b. Local Fire Department or EMS leadership
 - c. Local enthusiastic sales representative of a cardiovascular equipment manufacturer
5. Recruit “Community Champions”
 - a. Businesses, Medical Center or Hospital, Athletic Facility
 - b. Other organizations: PTA/PTO, Boy/Girl Scout Councils, Rotary Club, Lions Club, Chamber of Commerce, Independent Athletic Leagues
 - c. Student leader for Senior Project, Eagle Scout Project, etc.
 - d. Pre-Med or prep school student for “community service” project
 - e. Colleges and universities – medical and/or nursing programs

6. Funding/In-Kind Donations
 - a. Consider all the expenses (may vary by setting) that could go into making your event a success, such as printing promotional and educational materials, insurance, equipment, medical and office supplies, food for volunteers, giveaways/promotional items, etc.
7. Determine Optimal Setting
 - a. Consider target audience (general public, school/school district, athletic league)
 - b. Consider availability of resources at respective sites (adequate parking, available interior space, climate control, restrooms, electrical outlets)

Minimum Guidelines

1. Electrocardiograms (ECGs or EKGs) are primary screening method
2. Family and Personal Health History
3. Height and Weight
4. Blood Pressure Reading
5. Heart Auscultation (listening to heart)
6. ECGs read on-site by Board Certified Pediatric Cardiologists or Sports Medicine physicians proficient in ECG interpretation for youth

Variations (Each requiring own set of logistics)

1. Add Limited Echocardiography
 - a. Sample logistics: reserve echo machines, supplies, recruit sonographers
Note: sonographers are in high demand and typically do not work for free
 - b. Equipment manufacturer support on site to help with any technical problems
 - c. Read on-site “real time” by Board Certified Pediatric Cardiologist
 - d. Adjustable stools/chairs for sonographers of varying heights
2. CPR/AED Awareness/Demonstrations
 - a. Set up an area where everyone going through the screening can stop and learn Hands-Only CPR and AED use through demonstrations

Settings

1. School
2. Hospital/Clinic
3. Community Center
4. Meet with administration of host facility
5. Considerations
 - a. Adequate parking
 - b. Access to reliable electrical outlets
 - c. Climate controlled space (if on timer, ensure it will be operational for event)
 - d. Adequate space for gender-divided test areas (respect and be sensitive to youths privacy)
 - e. Restroom facilities
 - f. Parent interest/need

Logistics

1. Inquire about “risk management” requirements for facility. Determine if Liability Insurance is necessary for event. Each state has different liability requirements and you should consult the Nonprofit Specialty Insurance Agency www.nonprofitinsuranceagency.com or contact Sean Puckett at 440-236 5041 or spuckett@frankclarkeagency.com.
 - a. As a general rule, it is recommended that the group organizing this carry a general liability policy to protect you personally, board members and volunteers.
2. Setup Registration System
 - a. Most people recommend an online registration module; sites like www.stayclassy.com, www.eventbrite.com and Greater Giving are possibilities and allow you to set it up as needed
 - b. Talk to your medical partner about leveraging their appointment system
 - c. Recruit “School Champion”, if possible a high level administrator such as Principal, Athletic Director, PTA leadership, etc., to promote event and encourage registration
3. Forms
 - a. Sudden Cardiac Arrest Information Sheet
 - b. Ensure that Consent Medical Waiver conforms to your state laws
 - c. Heart Health/Medical Questionnaire
 - d. Physical Evaluation
 - e. Screening Results
4. Volunteer Management (medical and non-medical)
 - a. Determine Volunteer Jobs
 - b. Recruit Volunteers (medical and allied health professionals, parents, student leaders in need of volunteer hours and other members of the community)
 - c. Train volunteers (orientation prior to screening or screening day)
3. Event Setup
 - a. Create Floor Plan for Event
 - i. check-in/checkout area
 - ii. blood pressure reading
 - iii. height and weight
 - iv. electrocardiogram area
 - v. echocardiogram area
 - vi. cardiologists/physicians area
 - vii. display of PHW Stories of the Heart and Survival poster boards
 - viii. hospitality room for volunteers
 - ix. CPR/AED demonstration/training area
 - b. Room/space dividers/pipe and drape
 - c. Medical Equipment (ECG/Echo machines, blood pressure cuffs, stethoscopes, scale(s), stadiometer)
 - d. Collateral supplies (electrodes, ECG paper, ultrasound gel, alcohol wipes, hand sanitizer)
 - e. Carts/tables for medical equipment
 - f. Exam beds/massage tables
 - g. Paper for exam beds/massage tables
 - h. Chairs and tables (check-in/checkout, waiting, screening and training areas)
 - i. Office Supplies (clipboards, pens, paper, staplers/staples, etc.)

- j. Food for volunteers (recruit community group or local merchant to donate food)
- 4. Appoint a record-keeper for after the screening
- 5. Determine follow-up procedures

Outreach and Education

- 1. Promote event and registration process in community
 - a. Press, social media, public speaking opportunities
 - b. Leverage connection with “Medical” and “Community” champions
 - c. Community calendars in local newspapers, TV, radio stations and websites that feature upcoming events
 - d. Word of mouth
- 2. Educate community on SCA, SCD, so they better understand value of screenings
- 3. Fact sheets, articles and facts in school/community newsletters and papers
- 4. Try to speak to as many parents and team coaches from within the school as possible
- 5. Display poster boards with PHW Stories of the Heart and Survival