

# COMMUNITY DESIGNATION APPLICATION GUIDE



SOUTH DAKOTA  
DEPARTMENT OF HEALTH



SOUTH DAKOTA  
CARDIOVASCULAR  
COLLABORATIVE

## Cardiac Community Designation Application

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Completing the following application requires a community to submit a request to be designated a Cardiac Ready Community. Refer to the Cardiac Ready Community Toolkit for additional information on minimum requirements based on population size. Complete each section, making sure to provide detailed support for each category. Attach additional documentation or any forms used to show the criteria listed as needed. The Cardiac Ready Community Designation lasts for three years, after which communities must reapply using this application.





## Early Access To Emergency Care

### Goals

To provide awareness on sudden cardiac arrest (SCA)/heart attack/stroke and their warning signs, education on calling 911, information on heart health, and conduct approved CPR and AED training sessions within the community.

### Guidelines

1. 10 Heartbeats are awarded for each public CPR/AED training event. **Required.** *Number of events required is dependent on population size. See Chart 1.*
  - Provide a list of training dates and the number in attendance.
2. 10 Heartbeats are awarded for documenting all CPR training participants (certification or hands-only).
  - Provide a list of CPR training participants.
3. Heartbeats are awarded for communicating with area middle and high schools to ensure and support compliance with state statutes requiring hands-only CPR training.
  - Provide a log of communications with schools.
4. 25 Heartbeats are awarded for having a Community Emergency Response Plan (CERP).
  - Provide a copy of CERP.
5. Additional Heartbeats are awarded based on the total percentage of the population trained in CPR within the community. *See Charts 2 and 3.*
  - Complete Chart 2.

**Maximum Heartbeats Possible:** Unlimited

**Minimum Heartbeats Required:** 40-200

(based on population)

**Chart 1: Required Training Events by Population**

Community Population	Required Heartbeats for CPR/AED training	Minimum new training events
<1,000	40	4 new training events
1,000-5,000	60	6 new training events
5,001-20,000	100	10 new training events
>20,001	200	20 new training events

**Chart 2: Calculating Percent Population Trained**

	Category	Number
A	# of People trained in Community	4 new training events
B	Total community population	6 new training events
C	% of the Community Population Trained	10 new training events
D	Heartbeats awarded (see Chart 3)	20 new training events

**Chart 3: Heartbeats for Percent of Population Trained**

Percent of Population Trained	Heartbeats Awarded
5%	50
10% (recommended)	200
15%	300
20%	400
Each additional 5%	+100

**Heartbeat Totals**

	Guideline	Heartbeats	Number	Total Heartbeats (Heartbeats X Number)
1	# of public training events held <i>(required)</i>	10 Heartbeats per event	[Enter the number of events here]	[Enter total here]
2	Documentation of all CPR training participants	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter total here]
3	# school districts contacted regarding compliance with state CPR training statute	10 Heartbeats per school district	[Enter number of school districts here]	[Enter total here]
4	Local government has a CERP	25 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter total here]
5	Percent of the population trained	Depends on population	[Enter number from Chart 3 here]	[Enter total here]
<b>Early Access to Emergency Care Total</b>				<b>[Enter Sum Total Here]</b>



## Early Defibrillation/ AED Identification

### Goals

Recognizing the benefit of early defibrillation during an SCA and placing AEDs in public areas, in emergency response/first responder vehicles, and ensuring all AEDs are registered and in an Emergency Ready state (ready to use at time of need).

### Guidelines

1. 10 Heartbeats are awarded for each AED location identified. Public access AEDs should include signage to identify the building as AED equipped, and electrodes & batteries should be in working order. This category excludes first responders, police/fire units, or other EMS units. **Required.** *The number of AEDs required is dependent on population size. See Chart 4.*
  - Provide a list or map of AED locations.

2. 10 Heartbeats are awarded for a city/area map with all public access AEDs identified (promoting awareness to the public).
  - Provide a copy of the public access map.
3. 10 Heartbeats are awarded for communities where all local law enforcement and fire vehicles responding to cardiac emergencies are equipped with AEDs.
  - Indicate total number of law enforcement and fire vehicles and the number of these vehicles equipped with AEDs.
4. 10 Heartbeats are awarded to communities that promote using an AED maintenance log.
  - Provide documentation of the promotion of the use of the AED maintenance log.

**Maximum Heartbeats Possible:** Unlimited

**Minimum Heartbeats Required:** 40-200

(based on population)

**Chart 4: Required AEDs by Population**

Community Population	Required Heartbeats for identification of AEDS	Minimum AEDs identified
<1,000	40	4 AEDs identified
1,000-5,000	60	6 AEDs identified
5,001-20,000	100	10 AEDs identified
>20,001	200	20 AEDs identified

**Heartbeat Totals**

	<b>Guideline</b>	<b>Heartbeats</b>	<b>Number</b>	<b>Total Heartbeats (Heartbeats X Number)</b>
1	# AEDs located/identified <i>(required)</i>	10 Heartbeats per event	[Enter number of AEDs here]	[Enter number here]
2	Map with all public access AEDs identified	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
3	All law enforcement/fire / EMS vehicles equipped with AEDs	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
4	Promotion of maintenance log	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
<b>Early Defibrillation/AED Identification Heartbeats Total</b>				<b>[Enter Sum Total Here]</b>



## Early Advanced Cardiac Arrest Care & Post Cardiac Arrest Care

### Goals:

Early identification of cardiac arrest and getting patients into the chain of survival as early as possible, with a plan to move them through the chain.

3. 10 Heartbeats are awarded for EKGs completed on 90% of patients with chief complaint of chest pain.

- Provide a statement from community ambulance/EMS indicating compliance with this Standard of Practice

### Guidelines

1. 10 Heartbeats are awarded for local EMS agency having a transport plan. **Required.**

- Provide a copy of the transport plan.

**Maximum Heartbeats Possible: 30**

**Minimum Heartbeats Required: 10**

2. 10 Heartbeats are awarded for Public Safety Answering Point (PSAP), with all dispatchers trained in Telecommunicator-CPR (T-CPR).

- Provide documentation of the T-CPR training (e.g., a training manual)

### Heartbeat Totals

	Guideline	Heartbeats	Number	Total Heartbeats (Heartbeats X Number)
1	Local EMS agency has a transport plan <i>(required)</i>	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
2	PSAP dispatchers T-CPR trained	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
3	EKGs were completed on 90% of patients with a chief complaint of chest pain	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
<b>Cardiac Arrest Care Heartbeats Total</b>				<b>[Enter Sum Total Here]</b>



## Goals

Continuing to improve the heart health of your community, steps including coordinated activities, partnerships with healthcare/insurance agencies, and community-wide planning will help reduce the risk of SCA even further.

## Guidelines

1. 10 heartbeats are awarded for each initiative that increases opportunities for physical activity and healthy eating in the community. *See List 1 for more details.*
  - Provide a descriptive list of the initiatives.
2. 10 heartbeats are awarded for each opportunity that provides access to blood pressure and/or vascular screening.
  - Provide a descriptive list of the opportunities.
3. 10 heartbeats are awarded for each initiative that decreases tobacco use and exposure in the community. *See List 2 for more details.*
  - Provide a descriptive list of the initiatives.
4. 50 Heartbeats are awarded for City/Town/County ordinances requiring AEDs in public buildings.
  - Provide a copy of the ordinance.

**Maximum Heartbeats Possible:** Unlimited

**Minimum Heartbeats Required:** 10

## List 1: Examples of Opportunities to Promote Physical Activity and Healthy Eating

This guideline is designed to allow communities to be flexible in how they approach it. Opportunities could include, but are not limited to:

- Offering community fitness and education programs, such as through [Better Choices, Better Health<sup>®</sup> SD](#)
- Offering fruit and vegetable incentive programs
- Creating spaces and opportunities for physical activity, like indoor walking spaces or walking clubs
- Conducting sidewalk audits
- Providing exercise prescriptions (e.g., [Park Rx program](#))
- Enhancing streetscape design
- Maintaining a community garden
- Offering farmers' markets
- Creating healthy eating restaurant designations
- Offering workplace wellness initiatives

Check out the Healthy South Dakota, County Health Rankings, or Livable 605 websites for more ideas and resources. Other ideas and programs are welcome as well!



**List 2: Examples of Initiatives to Decrease Tobacco**

**Use and Exposure**

This guideline is designed to allow communities to be flexible in how they approach it. Examples could include, but are not limited to:

- Having 24/7 comprehensive tobacco-free buildings’ and grounds’ policies in effect at places like worksites, healthcare facilities, and schools
- Having smoke- and vape-free parks and recreation policies in effect

- Having smoke-free multi-unit housing available in the community
- Holding community educational events
- Promoting the [South Dakota QuitLine](#) in public spaces
- Working with community organizations to screen and refer clients to the South Dakota QuitLine

Check out the Quit Tobacco SD website or contact a local Tobacco Prevention Coordinator for more ideas and resources.

**Heartbeat Totals**

	<b>Guideline</b>	<b>Heartbeats</b>	<b>Number</b>	<b>Total Heartbeats (Heartbeats X Number)</b>
1	Physical activity and healthy eating initiatives	10 Heartbeats each	[Enter the number of initiatives here]	[Enter number here]
2	Blood pressure and vascular screening opportunities	10 Heartbeats each	[Enter the number of opportunities here]	[Enter number here]
3	Tobacco control initiatives	10 Heartbeats each	[Enter the number of initiatives here]	[Enter number here]
4	AED Ordinance	50 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
<b>Community Heart Health Heartbeats Total</b>				<b>[Enter Sum Total Here]</b>



## Sustainability Plan

### Goals

Create a plan to ensure your community will continue efforts to increase awareness and readiness for cardiac emergencies. The plan should include ongoing CPR/AED training, identifying new locations for needed AEDs and helping to find ways to place them, planning prevention events, and significant public events, including celebrations and 5K runs/walks.

### Guidelines

1. 20 heartbeats awarded for a letter of intent sent before application.
  - Letter of intent sent before application submitted.
2. 10 Heartbeats are awarded for having an ongoing CPR/AED training plan. **Required**
  - Provide documentation of the plan.
3. 10 Heartbeats are awarded for having an ongoing AED placement/assistance plan. **Required**
  - Provide documentation of the plan.
4. 10 Heartbeats are awarded for having a plan for continued presence at community events (5K, health fairs, mass CPR trainings, etc.). **Required**
  - Provide documentation of the plan.
5. 10 Heartbeats are awarded for partnerships with state and/or national groups for awareness (must provide documentation).
  - Provide documentation of partnerships.
6. 10 Heartbeats are awarded for identifying new concerns around heart health in the community and plans to engage (must include specific plans/activities).
  - Provide documentation of structure to maintain designation and identify opportunities for improvement (e.g., ongoing meetings).
7. 10 Heartbeats are awarded for identifying goals for year 1 following designation (must include specific plans/activities).
  - Provide a list of goals and an action plan.
8. 10 Heartbeats are awarded for year 2 following designation (must include specific plans/activities).
  - Provide action plan.

**Maximum Heartbeats Possible: 90**

**Minimum Heartbeats Required: 30**

**Heartbeat Totals**

	<b>Guideline</b>	<b>Heartbeats</b>	<b>Number</b>	<b>Total Heartbeats (Heartbeats X Number)</b>
1	Letter of intent sent before the application	20 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
2	Ongoing CPR/AED training <i>(required)</i>	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
3	Ongoing AED placement/ assistance plan <i>(required)</i>	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
4	Community Events <i>(required)</i>	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
5	State/National partnerships	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
6	Identify new concerns	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
7	1 year plan	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
8	2 year plan	10 Heartbeats total	[Enter 1 if yes, enter 0 if no]	[Enter number here]
<b>Sustainability Plan Total</b>				<b>[Enter Sum Total Here]</b>



## Cardiac Ready Community Designation Application Final Heartbeat Totals

**Total Heartbeats Required for  
Community Size:** [Enter number here]

*See CRC Requirements Summary by Population Size table below*

**Total Heartbeats Earned:** [Enter number here]

### CRC Requirements Summary by Population Size

Community Daily Population	Required Total Heartbeats	Required Heartbeats for CPR/AED training and identification of AEDS	Minimum new training events & AEDs identified	Required Heartbeats for Early Advanced Care - Transport Plan	Required Heartbeats for Community Heart Health - Any Initiative	Required Heartbeats for Sustainability Plan - CPR/AED Plan, AED assistance plan, Community Event Plan
<1,000	250	80	4 new training events and 4 AEDs were identified	10	10	30
1,000-5,000	350	120	6 new training events and 6 AEDs identified	10	10	30
5,001-20,000	500	200	10 new training events and 10 AEDs identified	10	10	30
>20,001	1000	400	20 new training events and 20 AEDs identified	10	10	30



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