Cardiac Ready Community:
Application Checklist

This checklist is for communities to use as you prepare the documents for your CRC application. Feel free to print and use as you see fit.

Please gather all required information and supporting documents before starting the form, as you cannot save your progress and return to complete it later. Refer to this Cardiac Ready Communities Application Checklist to prepare your responses and save all required attachments in a folder on your computer so they are ready to upload when completing the application.



Focus Area 1: Bystander Response/CPR and AED Training

☐ 1a. CPR/AED training events are required based on community population size. Provide the date, type of training/event, and number of participants for each event. Sign-in sheets may be provided as supporting documentation.

☐ 1b. Communities need to communicate with local middle and high schools to support compliance with state statutes requiring hands-only CPR training. Provide documentation demonstrating communication with local middle and high schools.

☐ 1c. Communities need to initiate and develop a CERP. Provide a copy of the CERP or documentation of its development in the first year of your sustainability plan.

☐ 1d. Once a CERP is developed, hold one training event each year. Provide the date and number of participants for each event. Sign-in sheets may be provided as supporting documentation.



Focus Area 2: Early Defibrillation/ AED Identification

☐ 2a. Public-access AEDs are required based on community population size. Provide a list of AED locations and the total number of AEDs in the community. Provide documentation that all public-access AEDs are registered in the NEAR Registry.

☐ 2b. Communities need to develop and disseminate a city/area map with all public-access AEDs identified including a link to the NEAR Registry app to promote awareness to the public. Provide a copy of the public access map and documentation of its dissemination, such as posters around the community or social media posts. A link to the NEAR Registry app should be included on the map.

☐ 2c. Communities need to maintain an AED maintenance log. Provide documentation of the AED maintenance log and/or the template of the log that will be used for each AED, or written confirmation that an external partner is managing it.



Focus Area 3: Collaboration with Emergency Personnel

☐ 3a. Communities should collaborate with their local 911 dispatch center to review public access AED locations and verify that AEDs are registered in the NEAR AED Registry and available within their RapidSOS system. Communities should share the AED map with the local 911 dispatch center. Provide name and contact information of the local 911 dispatch representative engaged in the review process. Provide written confirmation that the local 911 dispatch center has received the AED map.

☐ 3b. Communities should complete a test run with their local 911 dispatch center to confirm AED location information is accurately displayed and accessible within emergency dispatch and response systems. Provide written confirmation that a test run was completed with the local 911 dispatch center.

☐ 3c. Communities need to connect with local law enforcement, EMS, and fire departments to determine whether their vehicles are equipped with AEDs and work to ensure all emergency vehicles are equipped with AEDs. Provide a list of total number of law enforcement, EMS, and fire department vehicles used within the community and the number of these vehicles equipped with AEDs. If all emergency vehicles are not equipped with AEDs, provide next steps in the first year of your sustainability plan.



Focus Area 4: Community Heart Health

☐ 4a. Provide activities that increase physical activity and healthy eating in the community. Include all information on the implemented activity. This should include date, location, flyers, and pictures.

☐ 4b. Provide blood pressure and/or vascular screenings in the community. Provide detailed information about blood pressure and/or vascular screenings offered. This should include date, location, number of screenings completed, flyers, and pictures.

☐ 4c. Provide activities that decrease tobacco use and exposure in the community. Provide a list of planned or implemented activities.



Focus Area 5: Sustainability Plan

☐ 5a. Develop a three-year Sustainability Plan that identifies 3–5 goals or activities for each of the four Cardiac Ready Community focus areas for each year following designation. Complete and submit the South Dakota Cardiac Ready Community Three-Year Sustainability Plan & Progress Tracker, including goals and activities for Years 1, 2, and 3 and the Sustainability & Community Engagement Plan.



Learn more by reviewing the Cardiac Ready Community Toolkit and Application Guide or contacting Stephanie Hanson at **stephanie.hanson@sdfmc.org**.



To learn more about the South Dakota Cardiac Ready Community, visit: https://doh.sd.gov/topics/diseases-conditions/chronic-disease/heart-disease-stroke/heart-health-initiatives/cardiac-ready-communities/