

# CARDIAC READY CAMPUS: PROGRAM GUIDE AND APPLICATION INFORMATION

*Updated 2024*



SOUTH DAKOTA  
CARDIOVASCULAR  
COLLABORATIVE



## About Cardiac Ready Programs

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The Cardiac Ready Program focuses on educating, equipping, and empowering communities across South Dakota to be better prepared and more confident in helping somebody who is experiencing a cardiac event before the ambulance arrives, as well as promoting heart health in places of living, learning and work. The Cardiac Ready Program runs through a partnership of the SD Department of Health (DOH), South Dakota Foundation for Medical Care, and the Cardiovascular Collaborative, a voluntary group of SD medical and public health professionals working to improve the quality of life through the prevention and control of heart disease and stroke. Since 2017, the South Dakota Cardiovascular Collaborative has been working to improve the quality of life for all by preventing and managing cardiovascular disease and its associated risk factors. The Cardiovascular Collaborative focuses on advancing health equity, optimizing health through chronic disease prevention, improving response to acute cardiovascular incidents, and supporting disease management.

In 2018, the Cardiovascular Collaborative initiated the Cardiac Ready Community Program, which creates a system of care prepared to help community members experiencing a cardiac event. The Cardiac Ready Program promotes the American Heart Association (AHA) Chain of Survival, which can improve the chances of survival and recovery for victims of cardiac events. This model is now expanded to include the Cardiac Ready Campus designation to promote heart health in South Dakota's post-secondary institutions such as trade schools, vocational schools, technical schools, colleges & universities.

Please visit [Cardiac Ready Communities | South Dakota Department of Health \(sd.gov\)](#) for more information and to hear about other communities that have achieved this designation.

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## What is a Cardiac Ready Campus?

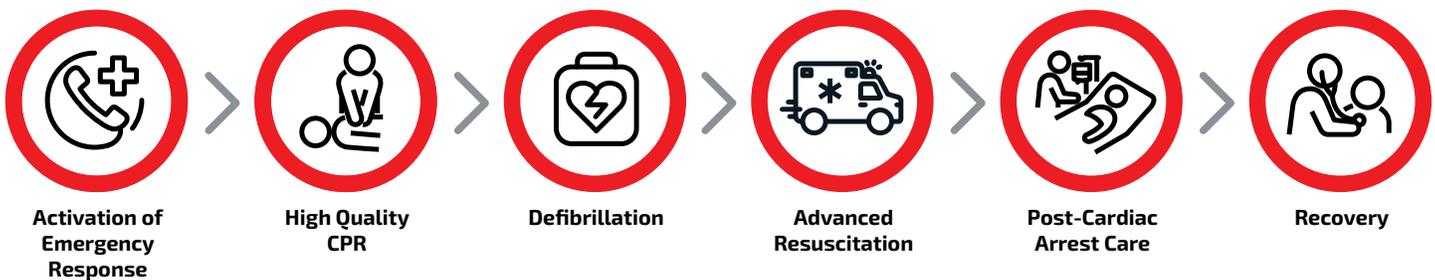
The mission of the Cardiac Ready Campus designation is to help post-secondary campuses evaluate and enhance their readiness for cardiac events. Consider...

- If someone on your campus suffers a sudden cardiac arrest (SCA) tomorrow, how likely are they to survive due to rapid access to life saving treatment?
- How many students, faculty, and staff can recognize the symptoms of cardiac arrest and know how to help?
- Do all campus buildings, auditoriums, and meeting areas have effective emergency response plans?
- How many AEDs are available and ready on campus in case of an emergency?

The answers to these questions bring forth the importance of achieving the Cardiac Ready Campus designation. Colleges and universities designated as Cardiac Ready Campuses are prepared for cardiac events, improving the chances that anyone suffering from a SCA will have the best possible chance for survival. A Cardiac Ready Campus trains faculty, staff, and students in bystander CPR (cardiopulmonary resuscitation), ensures access to automated external defibrillators (AED), creates cardiac events preparedness plans, and promotes heart health among the campus community.

Through the Cardiac Ready Campus program, a community can strengthen what the American Heart Association has called the “chain of survival,” which has six critical steps.

### Chain of Survival



The first three links in the chain of survival are the most important and happen with the public. Along with community-wide prevention efforts, these are the areas where you can make the most difference on your campus and are the focus of the Cardiac Ready Campus designation.

## Steps to Become a Cardiac Ready Campus

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### Step 1: Build Your Heart Safe Team

Start by identifying a Champion who will lead your designation efforts and building a Heart Safe Team to support the process and ultimately be responsible for applying for the Cardiac Ready Campus designation. The Champion will act as a catalyst to help the Heart Safe Team articulate and achieve the requirements to become Cardiac Ready designated and is ultimately responsible for organizing and submitting the required documentation. Potential Champions and Heart Safe Team members can be anybody passionate about the project. This could include organizational leaders, staff, faculty, volunteer groups, and student body representatives to name a few. Team members could represent different sectors of the campus, such as your Emergency Preparedness Office / Emergency Medical Services, Wellness Programs, Human Resources Department, health-focused student clubs, etc.

### Step 2: Identify Needs

Campuses earn the Cardiac Ready designation by submitting documentation showing requirements are met within each of the following five components:

1. Early SCA Recognition & Cardiopulmonary Resuscitation (CPR)
2. Automatic External Defibrillator (AED) Access
3. Cardiac Event Preparation, Planning, and Evaluation
4. Campus Community Heart Health
5. Sustainability

Review the requirements for your campus to achieve the designation found on the following pages of this document. Gauge where your campus has already placed efforts and identify where additional work is needed.

### Step 3: Submit Letter of Intent

Fill out the Cardiac Ready Campus Letter of Intent and email it to: [Stephanie.hanson@sdfmc.org](mailto:Stephanie.hanson@sdfmc.org). By completing this letter, you are notifying the South Dakota Cardiac Ready Program Committee of your intent. You will have two (2) years from the date the letter of intent is submitted to complete the designation process. The committee can also be a resource as you are completing the process.

Click [here](#) to view the letter of intent.

### Step 4: Work Towards Designation

Determine the best possible plan for meeting the requirements of the Cardiac Ready Campus program. Use this document as a tool to follow as you work towards the designation. Hosting a kickoff event and other large public events may help gain interest in your program. The Cardiac Ready Program Committee is available support as you work towards your designation. For questions or technical assistance, contact South Dakota Cardiac Ready Program Coordinator Stephanie Hanson at 605-595-2062 or [Stephanie.hanson@sdfmc.org](mailto:Stephanie.hanson@sdfmc.org).

## Steps to Become a Cardiac Ready Campus

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### **Step 5: Submit Required Documentation**

The next section of this document outlines what documentation is necessary to meet the Cardiac Ready Campus requirements. Submit the required documentation along with the completed Cover Sheet to Stephanie Hanson at [Stephanie.hanson@sdfmc.org](mailto:Stephanie.hanson@sdfmc.org). The Cardiac Ready Committee will review your documentation and ensure the essential components have been completed.

Click [here](#) to view the checklist.

### **Step 6: Gain Recognition**

Campuses can use their newly gained Cardiac Ready Designation as an opportunity to celebrate. Street signs will be provided to the campus to post to recognize its efforts. The number of street signs provided will be at the discretion of the Cardiac Ready Committee.

### **Step 7: Sustainability**

After initial designation, it is essential for the campus to continue efforts to sustain their plan for readiness for cardiac emergencies. The Cardiac Ready Campus Designation is good for three years after the initial designation, in which the campus will then have to reapply for the Cardiac Ready Designation using the application.

Click [here](#) to view the sustainability plan.

## Cardiac Ready Campus Requirements and Documentation Component 1

### Component 1: Early SCA Recognition & Cardiopulmonary Resuscitation (CPR)

Overview: Early access to emergency care and high-quality CPR are the first links in the chain of survival. It is critical for bystanders to recognize the symptoms of a Sudden Cardiac Arrest (SCA) and call 9-1-1 immediately. Additionally, rapid use of effective CPR can double or triple the odds of survival after a Sudden Cardiac Arrest (SCA), buying precious minutes until a defibrillator is available. Naloxone (also known by the brand name Narcan) is a medicine that rapidly reverses an opioid overdose. Naloxone can quickly restore normal breathing to a person if their breathing has slowed or stopped because of an opioid overdose.

To address this component a Cardiac Ready Campus will:

- Ensure at least 10% of faculty and staff have CPR Certification or Basic Life Support Certification.
- Promote CPR training (hands-only included) and host CPR training events for faculty, staff, and students throughout the year.
- Promote Naloxone/Narcan training for faculty, staff, and students throughout the year.

### Cardiac Ready Campus Requirements and Documentation:

**1. Faculty & Staff CPR Certification:** Ensure at least 10% of on-campus faculty and staff have CPR Certification or Basic Life Support Certification.

#### Documentation Required:

- Total number of on-campus faculty and staff, and total number of those with CPR Certification or Basic Life Support certification.
- Roster with names of those certified.

**2. CPR Training:** Offer Hands-Only CPR training at least twice a year (i.e. each semester) to educate staff, faculty, and the student body who are not already CPR certified.

#### Documentation Required:

- Fliers for two Hands-Only CPR trainings held within the past year
- Training rosters or number of participants that attended the two trainings
- Written plan for the next year of Hands-Only CPR trainings

**3. Naloxone/Narcan Training:** Offer Naloxone/Narcan training at least twice a year (i.e. each semester) about the use of Naloxone/Narcan and the effects of substance use disorder.

#### Documentation Required:

- Fliers for Naloxone/Narcan Training held within the past year
- Training rosters or number of participants that attended the two trainings
- Written plan for the next year of Naloxone/Narcan Training

## Cardiac Ready Campus Requirements and Documentation Component 2

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### Component 2: Automatic External Defibrillator (AED) Access

Overview: Well-maintained, and properly positioned and equipped AEDs are a critical component of responding to a Sudden Cardiac Arrest. A victim's chance of survival decreases by 7 to 10 percent for every minute that passes without defibrillation. AEDs are lightweight, sturdy, and easy to use by anyone. AEDs should be available for public use and emergency ready. Ideally, AEDs would be equipped with naloxone. Naloxone is a medicine that rapidly reverses an opioid overdose. Naloxone can quickly restore normal breathing to a person if their breathing has slowed or stopped because of an opioid overdose.

To address this component a Cardiac Ready Campus will:

- Have an adequate number of AEDs available on campus. The American Heart Association recommends that AED be retrievable within a three-minute roundtrip walk.
- Document where AEDs are located on campus. A map is a useful tool to visualize where AEDs are available. Consider displaying the map at key points on campus, posting it on the campus website (with filters by location or building), and including the map as part of new student orientation packages will make it easy to find the closest AED in the event of a SCA.
- Use an AED maintenance log to ensure devices are functional and ready to use. A specific person should be identified to maintain the AEDs.
- Equip AEDs with naloxone or have naloxone kits available to rapidly reverse an opioid overdose. A maintenance log should be kept to ensure naloxone is always ready to use.

## Cardiac Ready Campus Requirements and Documentation Component 2

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### Cardiac Ready Campus Requirements and Documentation:

**1. Adequate Number of AEDs:** Ensure there are sufficient AEDs available to serve the campus. The American Heart Association recommends that AEDs be retrievable within a three-minute roundtrip walk of any given location.

**Documentation Required:**

- Map of all AEDs available throughout the campus
- Documentation of where and how the map is posted or shared

**2. AED Maintenance Log:** Use a maintenance log to ensure all AEDs are always in an emergency ready state. An example of an AED maintenance log can be found under Project Adam Resources: AED Maintenance Log

**Documentation Required:**

- Sample AED maintenance log
- Name(s) of dedicated staff for maintenance of the AEDs

**3. Adequate Number of Naloxone Kits:** Ensure there are sufficient Naloxone Kits available to serve the campus.

**Documentation Required:**

- Map of all Naloxone kits available throughout the campus
- Documentation of where and how the map is posted or shared

**4. Naloxone Maintenance Log:** Use a maintenance log to ensure all Naloxone kits are always in an emergency ready state.

**Documentation Required:**

- Sample naloxone maintenance log
- Name(s) of dedicated staff for maintenance of naloxone

## Cardiac Ready Campus Requirements and Documentation Component 3

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### Component 3: Cardiac Event Preparation, Planning, and Evaluation

Overview: It is important to have a plan to respond to SCA events, and the best way to practice your plan and test your campus readiness is to conduct drills. If a SCA occurs, it's also critical to conduct a post-response evaluation to document what happened, learn from what went well, and identify any improvements that can be made.

To address this component a Cardiac Ready Campus will:

- Build awareness about SCA among the student body and faculty/staff so they are well versed in the efforts of the campus to prevent and improve response.

The campus should have educational events at least annually that educate faculty, staff, and students on what to do and how to respond in the event of a SCA.

- Create debriefing plan to evaluate response and post-event support during cardiac emergencies. That evaluation shall include:
  - Date, time, and location of the cardiac emergency and the steps taken to respond to the cardiac emergency.

- The identification of the person(s) who responded to the emergency.
- The outcome of the cardiac emergency. This shall include but not be limited to a summary of the presumed medical condition of the person who experienced the cardiac emergency to the extent that the information is publicly available. Personal identifiers should not be collected unless the information is publicly available.
- Document if Naloxone was used
- An evaluation of whether there was an appropriate response to the specific cardiac emergency. The review shall include what went well, barriers those responding to the event faced, and recommendations for improvements.
- An evaluation of the debriefing process for responders and post-event support. This shall include the identification of aftercare services including aftercare services and crisis counselors.

## Cardiac Ready Campus Requirements and Documentation Component 3

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### **Cardiac Ready Campus Requirements and Documentation:**

#### **1. SCA & Overdose Awareness Training:**

Provide mandatory annual training on SCA and Substance Use Disorder to all staff and faculty, covering how to recognize a cardiac arrest, respond to one, and where AEDs are in your facility, as well as recognizing an overdose and use of Naloxone. This can include in person or virtual training, prerecorded video training, policy acknowledgement, as well as formats like lunch and learns and could be implemented in events where you also teach hands only CPR and Narcan/Naloxone education.

#### **Documentation Required:**

- Documentation of educational event

**2. Post-Event Evaluation:** Create a debriefing plan for the Heart Safe Team to use when evaluating the response and post-event support during cardiac emergencies. Please see the “Overview” section above for further details about what the plan should include.

#### **Documentation Required:**

- Written debriefing plan for Heart Safe Team

## Cardiac Ready Campus Requirements and Documentation Component 4

### Component 4: Campus Community Heart Health

Overview: Campuses can take steps to promote heart health and reduce the risk of SCA among the campus community. This can be done through activities, events, programs, and policies that promote physical activity, healthy eating, tobacco-free living, and preventative screenings.

To address this component a Cardiac Ready Campus will:

- Encourage physical activity among the campus community through events, long-term programs, and the built environment.
- Offer programs, services, and policies that help prevent chronic disease, for example that promote tobacco cessation, encourage healthy eating, and enhance overall well-being.
- Promote cardiovascular health screenings, such as by holding blood pressure screenings or cardiovascular risk assessments on campus.

### Cardiac Ready Campus Requirements and Documentation:

#### 1. Heart Healthy Campus Efforts:

Promote prevention efforts through events, long-term programs, cardiovascular screening, and overall promoting a heart healthy environment. See table below for examples of the different requirements.

#### Requirements:

- 1 Physical Activity Event
- 1 Physical Activity Yearlong Offering
- 2 Chronic Disease Prevention Efforts – this would ideally include one new effort and one existing effort.
  - New effort: Effort that your campus has had in place for less than one year or is planning for the next year.
  - Existing effort: Effort that your campus has had in place for one year or longer.
- 1 Cardiovascular Screening Opportunity

#### Documentation Required:

- Flier or equivalent for an event promoting a physical activity opportunity
- Documentation showing evidence of yearlong activity promotion
- Summary of chronic disease prevention efforts
- Promotional material related to each effort
- Flier or sign-up sheet for health fair, blood pressure screening, etc.

## Cardiac Ready Campus Requirements and Documentation Component 4

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### Physical Activity Opportunity Examples

#### Events

- Host a staff 3k walk/run
- Host a dance-a-thon
- Host a student field day
- Highlight February as American Heart Month
- Offer free exercise classes or demonstrations

#### Yearlong Offerings

- Offer free or reduced cost access to local or on-campus fitness center
- Create staff walking groups / programs
- Ensure sidewalks are walkable
- Develop bike paths / bike lanes
- Map out walking and bike routes

### Chronic Disease Prevention Effort Examples

- Promote a 100% tobacco-free campus policy
- Offer tobacco cessation programs/resources
- Create a community garden
- Hold an on-campus farmers' market
- Offer healthy eating / cooking demonstrations
- Provide nutritious food and beverage options in dining facilities
- Provide worksite wellness initiatives
- Offer free or low-cost wellness and stress reduction activities and events
- Share resources on healthy sleeping habits and benefits for cardiovascular health

### Cardiovascular Screening Examples

- Offer on-campus blood pressure screening events
- Offer on-campus cardiovascular risk assessments
- Offer on-campus self-measured blood pressure demonstrations
- Provide insurance incentives for preventive care, such as cholesterol screening, blood pressure, and primary care physician visit

## Cardiac Ready Campus Requirements and Documentation Component 5

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### Component 5: Sustainability

Overview: Create a plan to ensure your campus will continue efforts to increase awareness and readiness for cardiac emergencies. There should also be a process or system in place to ensure the Heart Safe Team can continue the work. To ensure sustainability the campus will create a three-year plan highlighting ongoing efforts related to trainings and heart healthy campus efforts. These plans should include:

- **Timeframe:** When each item will occur over the next three years (e.g., by quarter or semester).
- **Responsible Parties:** Which people, organizations, or departments will be accountable for implementing each item.
- **Resources needed:** Summary of known and likely funding sources (grants, in-kind donations, internal budgets, etc.), partnerships (training entities, non-profits, etc.), physical resources (meeting space, supplies, etc.), and personnel that will be needed to do the work.

To address this component a Cardiac Ready Campus will:

- Have ongoing plans to offer training on Hands-Only CPR and the use of Naloxone/Narcan at least twice a year, as well as to provide mandatory annual training on SCA and Substance Use Disorder.
- Have an ongoing plan for heart healthy efforts that will create a culture of cardiovascular disease prevention on the campus.
- Have a list of Heart Safe Team members, and a process in place to recruit additional members and fill vacancies.

## Cardiac Ready Campus Requirements and Documentation Component 5

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### 1. Three-year Training Sustainability Plan

Please see the “Overview” section above for further details about what details the plan should include regarding timeframe, responsible parties, and resources needed. The plan should cover Hands-Only CPR training, use of Naloxone/Narcan training, and SCA and substance use training. You may use the provided Sustainability Plan Template.

#### Documentation

- Written three-year training sustainability plan

### 2. Three-year Heart Healthy Efforts Plan

Please see the “Overview” section above for further details about what details the plan should include regarding timeframe, responsible parties, and resources needed. The plan should describe what ongoing and new initiatives are planned related to creating a heart healthy campus. You may use the provided Sustainability Plan Template.

#### Documentation

- Written three-year heart healthy efforts sustainability plan

### 3. Heart Safe Team Plan

Having a dedicated Heart Safe Team to plan and implement a Cardiac Ready Campus over time is critical to success. It is also important to consider recruitment and succession planning so vacancies can be filled if a Heart Safe Team member can no longer participate, and to ensure new perspectives are regularly brought to the team.

#### Documentation

- List of current Heart Safe Team members, including each person’s title, organization / department / office, and role on the Heart Safe Team
- Written plan to recruit additional members and fill vacancies

## Frequently Asked Questions

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### **Is there an application fee?**

While there is no application fee, there may be costs associated with meeting the criteria to become a Cardiac Ready Campus. Cost will vary depending on the size and needs of your site (i.e. Cardio Pulmonary Resuscitation (CPR) training and equipment or Automatic External Defibrillator (AED) placement). A proper assessment of your community will determine the needs.

### **When are Cardiac Ready Community applications due?**

Applications can be submitted at any time. Applications are reviewed and referred for designation on an as-received basis.

### **Will an AED always resuscitate someone in Cardiac Arrest?**

Unfortunately, NO. However, most SCA's are due to a chaotic heart rhythm and the only effective treatment is early defibrillation along with CPR.

### **Is the AED safe to use?**

Absolutely! An AED is safe to use by anyone. If you can turn it on, you can use it. They are designed with multiple safeguards and warnings. You can receive training by attending most CPR classes or specific unit training if there is an AED at a site you frequent.

### **Is there any protection for public bystanders that administer CPR/AED?**

South Dakota has enacted a general Good Samaritan law that is codified in SDCL § 20-9-4.1. The statute provides immunity from civil damages for individuals who render emergency care, in good faith, for those in need.

### **What should I know about purchasing an AED?**

AEDs are manufactured and sold under guidelines approved by the FDA. There are many AED manufacturers and models on the market and vendors available to assist finding the best AED to fit your needs. The Cardiac Ready Communities program does not endorse or support any single product or program. Please see the Resources section for more information about AEDs.

### **What should I know about AEDs?**

Well-maintained, and properly positioned and equipped AEDs are a critical component of responding to a Sudden Cardiac Arrest. AEDs should be retrievable within a 3-minute walk.

## Frequently Asked Questions cont.

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### **What should I know about AEDs? cont.**

To ensure AED readiness, all AEDs shall be:

- Placed in locations that are easily accessible whenever the facilities are in use. This includes not being locked in an office or stored in a cabinet other than those designed specifically for AED use.
- Mounted no higher than 48 inches above the ground in compliance with ADA regulations and extend no further than 4 inches into walks, corridors, passageways, or aisles.
- Visible from a normal path of travel and well-marked with appropriate signage. A projecting (three-dimensional) universal AED sign shall be installed above cabinet or bracket/wall rack clearly marking the location of AED(s).
- Registered with the manufacturer and communicated to local EMS/First Responders.
- Maintained according to the manufacturer's schedule and a log of that maintenance kept with the device.
- Equipped with additional materials including: latex-free gloves, razor, scissors, towel, antiseptic wipes, a CPR barrier mask, an extra set of AED pads, and naloxone.

## Resources

### National Resources

<p>American Heart Association <a href="http://www.heart.org">www.heart.org</a></p>	<p>American Red Cross <a href="http://www.redcross.org">www.redcross.org</a></p>	<p>Anyone Can Save a Life <a href="http://www.anyonecansavealife.org">www.anyonecansavealife.org</a></p>
<p>Be the Beat American Heart Association <a href="http://bethebeat.heart.org">bethebeat.heart.org</a></p>	<p>Hands Only CPR American Heart Association <a href="http://www.handsonlycpr.org">www.handsonlycpr.org</a></p>	<p>Heart Rhythm Society <a href="http://www.hrsonline.org">www.hrsonline.org</a></p>
<p>National Center for Early Defibrillation <a href="http://www.early-defib.org">www.early-defib.org</a></p>	<p>Parent Heart Watch <a href="http://parentheartwatch.org">parentheartwatch.org</a></p>	<p>Sudden Cardiac Arrest Foundation <a href="http://www.sca-aware.org">www.sca-aware.org</a></p>
<p>Pulse Point AED App <a href="http://www.pulsepoint.org/pulsepoint-aed">www.pulsepoint.org/pulsepoint-aed</a></p>	<p>Take Heart America <a href="http://takeheartamerica.org">takeheartamerica.org</a></p>	<p>Citizen CPR Foundation <a href="http://citizencpr.org">citizencpr.org</a></p>
<p>Your On-site AED Program An Implementation Guide American Heart Association <a href="https://cpr.heart.org/-/media/CPR-Files/Training-Programs/AED-Implementation/2023-updates/KJ1683-AED-Guide.pdf">https://cpr.heart.org/-/media/CPR-Files/Training-Programs/AED-Implementation/2023-updates/KJ1683-AED-Guide.pdf</a></p>	<p>Workplace Wellness Toolkit Good &amp; Healthy SD <a href="https://goodandhealthysd.org/resources/workplace-wellness-toolkit/">https://goodandhealthysd.org/resources/workplace-wellness-toolkit/</a></p>	<p>Cardiac Emergency Response Plan (CERP) Checklists American Heart Association <a href="https://cpr.heart.org/en/training-programs/cardiac-emergency-response-plan-cerp">https://cpr.heart.org/en/training-programs/cardiac-emergency-response-plan-cerp</a></p>

## Resources

### SD AED Sources

These organizations may be able to assist you with lower-cost AED purchases.

<p><b>Sanford Health</b> Heidi Fodness, RN 605-312-2150 <a href="mailto:heidi.fodness@sanfordhealth.org">heidi.fodness@sanfordhealth.org</a></p>	<p><b>Avera Heart Hospital</b> Becky Smith, PAD Coordinator 605-977-7381 <a href="mailto:becky.smith@avera.org">becky.smith@avera.org</a></p>	<p><b>Sioux Empire United Way</b> (priority given to Nonprofits, Schools, Churches, and Government entities) 605-336-2095 or <a href="mailto:unitedway@seuw.org">unitedway@seuw.org</a> <a href="#">Save A Life Information &amp; Application   Sioux Empire United Way (seuw.org)</a></p>
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### National AED Vendors

<p><b>Cardiac Science</b> <a href="http://www.cardiacscience.com">www.cardiacscience.com</a></p>	<p><b>Defibtech</b> <a href="http://www.defibtech.com">www.defibtech.com</a></p>	<p><b>Philips</b> <a href="http://www.usa.philips.com/healthcare">www.usa.philips.com/healthcare</a></p>
<p><b>Heartsine</b> <a href="http://heartsine.com">heartsine.com</a></p>	<p><b>Zoll</b> <a href="http://www.zoll.com">www.zoll.com</a></p>	

### SD Substance Use Resources

<p><b>Avoid Opioid SD</b> <a href="http://www.avoidopioidsd.com">www.avoidopioidsd.com</a></p>	<p><b>Naloxone Kits</b> Shauna Smykle – Substance Use Prevention Manager <a href="mailto:Shaina.Smykle@state.sd.us">Shaina.Smykle@state.sd.us</a></p>	<p><b>Emily's Hope</b> <a href="http://emilyshope.charity">emilyshope.charity</a></p>
<p><b>Opioid Community Grant</b> <a href="http://dss.sd.gov/behavioralhealth/grantinfo.aspx">dss.sd.gov/behavioralhealth/grantinfo.aspx</a></p>	<p><b>Naloxone Training Video</b> <a href="http://www.avoidopioidsd.com/take-action/reverse-overdose/">www.avoidopioidsd.com/take-action/reverse-overdose/</a></p>	<p><b>Philips</b> <a href="http://cpr.heart.org/en/courses/opioid-educationre">cpr.heart.org/en/courses/opioid-educationre</a></p>

## YEAR 1 //

Event	Timeframe	Responsible Parties	Resources Needed
Example: Hands-only CPR Training for up to 25 individuals.	Fall 2024 Spring 2025	Wellness Committee (J. Doe); Student Health Center (M. Smith)	<ul style="list-style-type: none"> <li>Wellness Committee budget</li> <li>American Heart Association trainers</li> <li>Meeting space in Recreation Center</li> </ul>

## YEAR 2 //

Event	Timeframe	Responsible Parties	Resources Needed
Example: Hands-only CPR Training for up to 25 individuals.	Fall 2025 Spring 2026	Wellness Committee (J. Doe); Student Health Center (M. Smith)	<ul style="list-style-type: none"> <li>Wellness Committee budget</li> <li>American Heart Association trainers</li> <li>Meeting space in Recreation Center</li> </ul>

## YEAR 3 //

Event	Timeframe	Responsible Parties	Resources Needed
Example: Hands-only CPR Training for up to 25 individuals.	Fall 2026 Spring 2027	Wellness Committee (J. Doe); Student Health Center (M. Smith)	<ul style="list-style-type: none"> <li>Wellness Committee budget</li> <li>American Heart Association trainers</li> <li>Meeting space in Recreation Center</li> </ul>

## Letter of Intent

### Draft Letter of Intent

Dear South Dakota Cardiac Ready Committee,

It is the intention of \_\_\_\_\_ to obtain Cardiac Ready Campus designation.

The champion/contact for our program will be:

Organization: \_\_\_\_\_

Primary Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact: \_\_\_\_\_

Our goal to strengthen the Chain of Survival at our site includes:

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Please return this document via email to:

Stephanie Hanson @ [stephanie.hanson@sdfmc.org](mailto:stephanie.hanson@sdfmc.org)

**Institution Name:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_ **Position:** \_\_\_\_\_

**Are you the Cardiac Ready Campus Champion for this institution?:**                      **Yes**                      **No**

If not, please provide the name of the Cardiac Ready Champion: \_\_\_\_\_

**Campus Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** South Dakota \_\_\_\_\_ **Zip Code:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Additional Heart Safe Team Members (Name and Email):** \_\_\_\_\_

## Details on Documentation of Requirements

### Letter of Intent

**Date of Submission for Letter:** \_\_\_\_\_

**Person Who Submitted the Letter of Intent:** \_\_\_\_\_

### Component 1: Early SCA Recognition & Cardiopulmonary Resuscitation (CPR)

#### 1. Faculty & Staff CPR Certification Documentation:

Total number of on-campus faculty and staff and total number of those with CPR Certification or Basic Life Support Certification

Attachment File Name: \_\_\_\_\_

Roster with name of those certified

Attachment File Name: \_\_\_\_\_

#### 2. CPR Training Documentation:

Fliers for two Hands-Only CPR trainings held within the past year

Attachment File Name: \_\_\_\_\_

Training rosters or number of participants that attended the two trainings

Attachment File Name: \_\_\_\_\_

Written plan for the next year of Hands-Only CPR trainings

Attachment File Name: \_\_\_\_\_

**3. Naloxone / Narcan Training**

Fliers for Narcan Training held within the past year

Attachment File Name: \_\_\_\_\_

Training Rosters or number of participants that attended the two trainings

Attachment File Name: \_\_\_\_\_

Written plan for the next year of Narcan Training

Attachment File Name: \_\_\_\_\_

**Component 2: Automatic External Defibrillator (AED) Access**

**1. Adequate Number of AEDs:**

Map of all AEDs available throughout the campus

Attachment File Name: \_\_\_\_\_

Documentation of where and how the map is posted or shared

Attachment File Name: \_\_\_\_\_

**2. AED Maintenance Log**

Sample AED maintenance log

Attachment File Name: \_\_\_\_\_

Name(s) of dedicated staff for maintenance of the AEDs

Attachment File Name: \_\_\_\_\_

**3. Adequate Number of Naloxone Kits:**

Map of all Naloxone Kits available throughout the campus

Attachment File Name: \_\_\_\_\_

Documentation of where and how the map is posted or shared

Attachment File Name: \_\_\_\_\_

**4. Naloxone Maintenance Log**

Sample Naloxone maintenance log

Attachment File Name: \_\_\_\_\_

Name(s) of dedicated staff for maintenance of Naloxone

Attachment File Name: \_\_\_\_\_

### **Component 3: Cardiac Event Preparation, Planning, and Evaluation**

#### **1. SCA Awareness Training:**

Documentation of educational event for SCA Awareness Training

Attachment File Name: \_\_\_\_\_

#### **2. Post-Event Evaluation:**

Written debriefing plan for Heart Safe Team

Attachment File Name: \_\_\_\_\_

### **Component 4: Campus Community Heart Health**

#### **1. Heart Healthy Campus Efforts**

Flier or equivalent for an event promoting a physical activity opportunity

Attachment File Name: \_\_\_\_\_

Documentation showing evidence of yearlong physical activity promotion

Attachment File Name: \_\_\_\_\_

Summary of chronic disease prevention efforts

Attachment File Name: \_\_\_\_\_

Promotional material related to each effort

Attachment File Name: \_\_\_\_\_

Flier or sign-up sheet for health fair, blood pressure screening, etc.

Attachment File Name: \_\_\_\_\_

### **Component 5: Sustainability**

I understand that the Cardiac Ready Campus Designation is good for three years after the initial designation, in which the campus will then have to reapply for the Cardiac Ready Designation using the application.

#### **Documentation Required:**

Three-year Training Sustainability Plan

Attachment File Name: \_\_\_\_\_

Three-year Heart Healthy Efforts Plan

Attachment File Name: \_\_\_\_\_

Heart Safe Team Plan

Attachment File Name: \_\_\_\_\_

I understand that the Cardiac Ready Campus Designation is good for three years after the initial designation, in which the campus will then have to reapply for the Cardiac Ready Designation using the application.

Applicant's Full Name: \_\_\_\_\_

Name of Applicant's Institution: \_\_\_\_\_

