



NHS Lothian

Cardiac Arrest/Medical Emergency Standard Operational Procedure

East Lothian Community Hospital

1. Function

To provide rapid specialised medical attention to any collapsed individual within East Lothian Community Hospital site.

2. Procedure

- 2.1 In the event of cardiac arrest/medical emergency, a member of staff dials the emergency telephone number “2222” and advises the operator – “cardiac arrest” or “medical emergency” stating the name of the ward/department and hospital site which it is occurring. This message must be repeated once.
- 2.2 The switchboard operator on receiving this information will initiate the cardiac arrest/medical emergency group call. Through the speech pagers of the cardiac arrest/medical emergency the operator will state the nature of the emergency and its location including ward/area in the building and/or on site. This will alert members of the team simultaneously. This message is repeated once. This call is not acknowledged.
- 2.3 Members of the cardiac/medical emergency team will then proceed immediately to the location of the event.
- 2.4 The switchboard operator does not routinely call “999”. In the vast majority of cases a 999 call should be initiated by a member of the ward or emergency team attending as soon as it is clear that transfer off site to continue resuscitation will be necessary.
- 2.5 A test of cardiac arrest/medical emergency pagers is carried out on site Monday-Friday (excluding statutory/public holidays). On testing, the switchboard operator will give a verbal message indicating this is a test call. On receiving this message, the page holder will press “Accept” to confirm that the test has been received successfully.
- 2.6 In the event of failure of the internal telephone system each area will carry a radio as part of the business continuity plan.

3. Cardiac Arrest/Medical Emergency Team:

- 3.1 The team comprises – Monday to Friday – 0800 to 2000
 - a) The Junior Doctor holding the bleep on site
 - b) Co-ordinating Charge Nurse
 - c) Patient Flow Team/Site Co-ordinator
 - d) Advanced Nurse Practitioner/Nurse Practitioner.



3.2 At all other times and weekends

e) Co-ordinating Charge Nurse

a) Advanced Nurse Practitioner/Nurse Practitioner

b) In the event of an emergency in the out of hours department (LUCS) the procedure should be a call to 999.

3.3 The members of the team carry speech pagers to allow verbal notification of the location of the cardiac arrest/medical emergency. It is the responsibility of each team member to pass the pager to a suitable replacement member when going off duty.

4. Equipment

4.1 A standard resuscitation trolley defibrillator, oxygen and suction is held in the following areas:

- All in-patient wards
- Outpatient Department
- Endoscopy and Minor Procedures Unit
- Out of Hours (Also hold basic paediatric equipment)

A defibrillator is also kept in the Exercise Testing Room

Should a cardiac arrest/medical emergency occur in the hospital foyer and surrounding areas there is a “grab bag” held at the main reception desk which is open from 0800 to 1700 Monday to Friday.

4.2 It is the responsibility of the ward staff at the location of the event to collect the nearest equipment.

5. Events occurring outside clinical areas

5.1 The Co-ordinating Charge Nurse who is carrying the bleep should collect the nearest resuscitation trolley and take to the location of the event.

5.2 Emergencies or cardiac arrests occurring on the hospital site but out with the hospital building should result in immediate 999 ambulance being summoned.