

Department: Radiology	Section: Education	Effective Date: 01/2008
Procedure Number: 11.6		Revision: October 2013

Feist Weiller Cancer Center EMERGENCY RESPONSE

PURPOSE:

To establish appropriate immediate response to stabilize patients undergoing treatment or procedures that could result in emergency medical conditions while present in Feist-Weiller Cancer Center (FWCC). The procedures addressed in this policy are to serve as the interim response between the occurrence of the medical emergency and arrival of Shreveport Emergency Medical Services.

DEFINITIONS:

Patient means individual registered and receiving treatment in FWCC. Pediatric refers to those patients spanning the years from birth to 17 years of age. Adult refers to patients from 18 years of age through life span.

Medical Emergency Condition means a patient with acute symptoms of sufficient severity (including severe pain) that in the absence of immediate medical attention could reasonably be expected to result in placing the individual's health in serious jeopardy, serious impairment to bodily functions, or serious dysfunction of any bodily organ or part.

POLICY:

Adult Response

1. The **Response Team** shall include one ACLS trained, qualified M.D. from Adult Hematology/Oncology, one ACLS trained, qualified M.D. from ENT Oncology, Surgical Oncology, Gastroenterology, Pulmonary, or Nephrology, and one Registered Nurse trained in Basic Life Support (ACLS strongly recommended). Other personnel whose services are needed may be called upon to assist by any member of the Response Team.
2. The **Response Team** will be on duty during the hours of operation of FWCC, Monday through Friday. Each team member shall carry, for a designated period of time, during his/her period of duty, a designated code beeper. Length of duty shall be determined by individual departments and/or services. The switchboard operator shall beep the Response Team once daily as a test to ensure proper functioning.
3. When a Medical Emergency Condition occurs, **Clinic Staff/Procedural Staff** in the immediate proximity will begin Basic Life Support until the arrival of the Response Team.
4. The staff shall call 55007 to access the Response Team. Staff shall inform the switchboard operator that the Response Team

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is required in FWCC and the exact location of the code in FWCC.

5. The switchboard operator, following the notification, beeps the **FWCC Response Team, pager 0636**.
6. Initiate an overhead page by dialing 31213, entering “00” at the tone, and **clearly** announcing “Emergency Response Team,” and the location. Repeat the announcement three (3) times.
7. Staff shall immediately notify Shreveport Emergency Medical Services at 911.
8. Provide the dispatch with the exact location of the individual including **Feist-Weiller Cancer Center of LSUHSC located at 1405 Kings Highway** and a brief description of the individual’s condition.
9. Notify UPD located in FWCC of the existence of a medical emergency and the exact location within the building so UPD can rapidly direct Shreveport Emergency Services upon arrival.
10. Call LSUHSC-Emergency Department (54569) to communicate the emergency, the pending arrival of a patient from FWCC transported by Shreveport Emergency Services, and for the purpose of providing telephone assistance, if needed, to the Response Team in their stabilization efforts.
11. If after normal clinic hours, notify the house manager of the emergency transport to LSUHSC-Emergency Department so arrangements for a bed can begin.
12. The Response Team shall be responsible for:
 - a. Responding immediately to all Emergency Response pages.
 - b. Conducting the response according to current Advanced Cardiac Life Support (ACLS) protocols.
 - c. Recording any pertinent data on the patient’s record.
13. The Response Team Lead Physician (physician Response Team member from the floor where the code occurred) shall document a code note in the patient’s medical record.
14. The nursing unit, clinic, and/or department on which the code occurs shall be responsible for initiating Basic Life Support (BLS) until the Response Team arrives.
15. The RN Manager/Designee in the patient care area on which the code occurs shall be responsible for:
 - a. Overseeing traffic control on the unit.
 - b. Ensuring that emergency equipment is brought to the bedside.
 - c. Delegating duties to appropriate personnel to ensure the unit’s continued function.
 - d. Serving as the recorder for the resuscitation efforts or delegating an appropriate person to do so.

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- e. Documenting and completing the Cardiopulmonary Resuscitation form.
 - f. Contacting the admitting office (55082) if the patient needs to be transferred to a critical care bed.
 - g. Evaluating the situation to see if additional personnel are needed to ensure that the Patient Care Area continues to function.
16. The patient's primary physician shall be responsible for:
- a. Making arrangements for an ICU bed if needed.
 - b. Informing the patient's family of the situation.
 - c. Completing the medical record if the patient expires, documenting the events leading up to the patient's death, cause of death, date and time of death, coroner's case, autopsy requested, and physician signature. Transport of deceased patient will be in accordance with HP 5.40, Post-Mortem Care.
17. The nurse member of the Response Team is responsible for managing the crash cart during the code and administering the drugs when the M.D. is unable to do so, reviewing the code sheet documentation post code, and following up to ensure complete documentation.
18. Continue above stabilization protocol until the Shreveport Emergency Medical Services arrives at which time the Emergency Medical Service technicians will assume treatment efforts.

Pediatric Response

- 1. When a Medical Emergency Condition occurs, the pediatric patient shall immediately begin Basic Life Support stabilization efforts from the appropriately trained personnel in the Pediatric Oncology clinic.
- 2. Staff shall immediately notify Shreveport Emergency Medical Services at 911.
- 3. Provide the dispatch with the exact location of the individual including **Feist-Weiller Cancer Center of LSUHSC located at 1405 Kings Highway** and a brief description of the individual's condition.
- 4. Notify UPD located in FWCC the existence of a medical emergency and the exact location within the building so UPD can rapidly direct Shreveport Emergency Services upon arrival.
- 5. Call LSUHSC-Emergency Department (54569) to communicate the emergency, the pending arrival of a patient from FWCC transported by Shreveport Emergency Services, and for the purpose of providing telephone assistance, if needed, in their stabilization efforts.

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6. If after normal clinic hours, notify the house manager of the emergency transport to LSUHSC-Emergency Department so arrangements for a bed can begin.
7. The patient will be transported to LSUHSC-Emergency Department which will accept the patient regardless of LSUHSC diversion status.

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