

1. INTENT

- To provide direction to Primary Care direct operations sites regarding staff training requirements for Code Blue training.
- To be used in tandem with the Emergency Response: use of Automated External Defibrillator (AED) for Sudden Cardiac Arrest (PCPG # 10)

2. **DEFINITIONS**

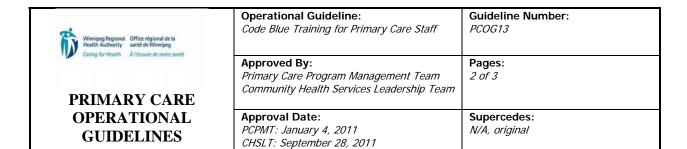
- 2.1. Code Blue Training: online WRHA training modules designed to teach WRHA staff Basic Life Support (BLS) tasks including the use of Automated External Defibrillators (AED), CPR< and team management. The online training modules are role-based, self paced/self study courses. These modules can be found on WRHA Insite: http://hscxlxwb0001.hsc.mb.ca/wrha_intranet/cpr
- 2.2. Code Blue Community Staff:-the training module designed for staff employed in Winnipeg Regional Health Authority community sites, including primary care settings
- 2.3. AED training: a training module for any staff who may be called upon to utilize AED in the provision of Emergency care.

3. GUIDELINE

- 3.1. Primary Care staff should be familiar with all emergency practice guidelines which can be found at http://home.wrha.mb.ca/prog/primarycare/guidelines.php
- 3.2. All staff should complete on line, the Code blue Community Staff tutorial at a minimum annually. Staff is encouraged to access the modules any time they feel they require a refresher in this area.
- 3.3. Staff are allowed the time to complete the self-guided learning (approximately 45 minutes) during work hours. Clinic operations take priority over prescheduled Code Blue self-training.
- 3.4. The Team Manager is responsible for ensuring that staff have completed the initial training and an annual refresher review using the Code Blue training

3.5. Completing the Code Blue Tutorial

- 3.5.1. The Code Blue Tutorial is a computer-based tutorial that moves participants through the lesson material. There are mini quizzes embedded in the material as well as a final quiz. Successful completion of the tutorial requires staff to achieve a minimum 80% on the final quiz
- 3.5.2. There are six modules within the tutorial, which target different staffing positions and the role they would play in a code blue emergency. They include



Code Blue: AED training

• Code Blue: Community Staff

Code Blue: Non-Clinical Support Staff
Code Blue: Clinical Support Staff
Code Blue: Clinical Professional Staff

Code Blue: Team

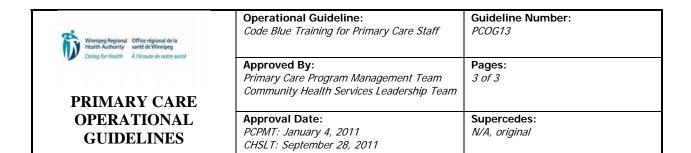
- **3.5.3.** The tutorial is found on the Winnipeg Regional Health Authority intranet at http://hscxlxwb0001.hsc.mb.ca/wrha_intranet/cpr/
- 3.5.4. Select the code blue training module from the right hand margin This will take you in to the opening page of the training. A _useful help_sheet can be found at

http://hscxlxwb0001.hsc.mb.ca/wrha_intranet/cpr/files/CodeBlueGuide.pdf

- **3.5.5.** Click on the arrow beside **Code Blue** to expand the folder, select the AED or the second folder Code Blue: Community Staff
- **3.5.6.** Follow the prompts on the page to move through the five AED areas or three Community Staff areas of the module.

3.5.7. <u>Tips</u>

- 3.5.7.1. Click on *next page* to advance
- 3.5.7.2. To go back a page, click on previous page
- 3.5.7.3. Click on *play* to watch embedded videos.
- **3.5.8.** There are five sections in the AED module-introduction, early defibrillation; AED operations and Special Situations, conclusion and knowledge check.
- **3.5.9.** In the Community staff module there are four sections-introduction, early recognition and basic life support skills, conclusion and knowledge check
- 3.6. Staff can move through the tutorial at their own pace and can do the knowledge check as many times as necessary to achieve a passing grade
- 3.7. Upon successfully completing the knowledge check in either module staff should submit a print screen of their test to their Team Manager.
 - **3.7.1.** To **Print screen** –press the Print Screen/SysRq button on the keyboard (near the number pad). Open a word document and press past e on the top tool bar or right click and select paste.
- 3.8. The Team Manager will place the print screen in the staff member's personnel file indicating successful completion of the training.



4. Primary Authors

Sandra Mann, Program Specialist, WRHA Family Medicine -Primary Care Program Rebecca Neto, Program Specialist, WRHA Family Medicine - Primary Care Program

 Alternate Contact Margaret Kozlowski, Director Family Medicine Primary Care Community