	Operational Guideline: *Code Blue Training for Primary Care Staff*	**Guideline Number:** PCOG13
PRIMARY CARE OPERATIONAL GUIDELINES	**Approved By:** *Primary Care Program Management Team* *Community Health Services Leadership Team*	**Pages:** *1 of 3*
	Approval Date: *PCPMT: January 4, 2011* *CHSLT: September 28, 2011*	**Supercedes:** *N/A, original*

Winnipeg Regional Health Authority / Office régional de la santé de Winnipeg — Caring for Health / À l'écoute de notre santé

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 pre-scheduled 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

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- 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. Tips

    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.

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