


Name of Policy: <u>Cardiopulmonary Resuscitation Competency</u> Policy Number: 3364-100-50-33 Department: Hospital Administration Approving Officer: Associate VP of Patient Care Services-UTMC Responsible Agent: Chairman of Code Blue Committee Scope: The University of Toledo Medical Center (UTMC)	 THE UNIVERSITY OF TOLEDO MEDICAL CENTER
Effective Date: 4/21/2020 Initial Effective Date: 10/9/2001	
<input type="checkbox"/> New policy proposal <input type="checkbox"/> Major revision of existing policy	<input checked="" type="checkbox"/> Minor/technical revision of existing policy <input type="checkbox"/> Reaffirmation of existing policy

(A) Policy Statement

Effective resuscitation services are systematically available throughout the hospital. Designated personnel will demonstrate competency in resuscitation services as appropriate to their job duties and responsibilities. UTMC uses the American Heart Association (“AHA”) as its required standard for certification.

(B) Purpose of Policy

To provide an organized response to needs for resuscitative services and assure staff maintain the necessary knowledge and skills to safely and effectively provide these services.

(C) Procedure

Each clinical department will identify, by job title, the appropriate level of competency for staff members.

1. Health Care Provider BLS or Heart Saver CPR (as appropriate to job title) competency will be verified at start of orientation. American Red Cross “CPR for Professional Rescuers” will be accepted as competency for new employees that require the healthcare provider certification, while the America Red Cross “Adult & Pediatric CPR” for lay rescuer will be accepted as competency for new employees that require the Heartsaver CPR certification. These competencies will be verified and accepted upon hire, but new employees must successfully complete the AHA course equivalent by the end of new hire probation.
2. CPR refresher course needs to be retaken every two years (before the end of the month cited on the card) to maintain competency. The AHA does not recognize a “grace period.” Certification that goes beyond the recommended renewal date cited on the card is expired and the employee must complete an appropriate AHA certification course. Management will schedule each employee who requires certification as a job requirement into one (1) scheduled, paid class per renewal period. If the employee fails to attend this scheduled class (under any circumstances) or does not complete/pass the class, the employee is responsible, per self, to achieve AHA certification on their own time and at their own expense.
3. It will be the employee’s responsibility to maintain current CPR certification. If a staff member allows his/her CPR to expire, he/she may not continue to work in any capacity until all requirements are met. The staff member will be immediately placed on unpaid administrative leave of absence as of midnight on the day of expiration until current certification is completed, verified and on record. The staff member will also be given one step of progressive discipline. Employees will then be given five (5) business days to adhere to this policy. If a valid and active CPR certification is not demonstrated by 5 p.m. on the fifth day, the next step of progressive discipline will be issued. This process is repeated until the employee either demonstrates proof of valid and active CPR certification or continues progressive disciplinary action up to and including termination.
4. Staff who do not successfully complete the applicable CPR training program will be provided a remedial program (as developed by manager) to gain these skills. Staff unable to successfully achieve the required competency within three months of initial "failure" are subject to termination.
5. Records of participation in UTMC CPR training sessions will be maintained by the Life Support Training Center. Documentation of CPR competency will be maintained in the employee’s record by their manager.

