



**MONTANA STATE PRISON
HEALTH SERVICES OPERATIONAL PROCEDURE**

Procedure No.: MSP HS D-07.2	Subject: CRASH CART
Reference: NCCHC Standard P-D-07, 2018	Page 1 of 2 and one attachment
Effective Date: November 1, 2010	Revised: October 1, 2020
Signature / Title: /s/ Cindy Hiner / Medical Bureau Chief	
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I. PURPOSE

To have the crash cart and defibrillator constantly ready for use in the case of a life-threatening condition such as cardiopulmonary arrest.

II. DEFINITIONS

Crash Cart – a special cart, with drawers containing emergency medications and equipment, needed when a cardiac-pulmonary arrest occurs. It provides simpler access to the emergency drugs and equipment.

III. PROCEDURES

A. General requirements

1. To establish standard practice, which is required to maintain and utilize the crash cart and the defibrillator. The crash cart procedures will assist nursing staff to:
 - a. describe the role of nursing staff in maintaining crash cart medication and equipment;
 - b. establish a uniform method of documentation and inspection of emergency medication and equipment;
 - c. establish a procedure of re-supplying (topping-up) the crash cart;
 - d. establish the quantity of medication and equipment required, as well as the location of these items in the crash cart; and
 - e. describe the exact location of the crash cart.
2. All Qualified Health Care Professionals will familiarize themselves with the contents and locations of all medication and equipment in the crash cart.
3. The crash cart will be readily available and stocked with medication and equipment needed for immediate emergency intervention. All supplies in the crash cart will be maintained and topped-up on an ongoing basis. In addition, periodic staff inspections will ensure that there are no outdated drugs and/or supplies in the cart.
4. A staff nurse will be assigned and is responsible for checking the crash cart, including all external contents, (e.g. oxygen cylinders levels, defibrillator) then documenting the inspections.
5. The crash cart will be kept locked unless in use. If opened and/or used, the cart will be checked and “topped-up”.
6. The defibrillator and vital signs monitor will be checked and appropriately serviced (according to user manual). The defibrillator will remain plugged into an electrical outlet at all times, except during battery testing. The Nursing Supervisor will be contacted immediately when a defibrillator problem is detected.

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7. Laryngoscopes will be checked prior to placement in the cart, and monthly thereafter.
8. Nursing staff will check the emergency cart for proper medication storage and stock level determined by Pharmacy procedures.
9. The crash cart checklists and test load strips will be maintained.
10. Drawers of the crash cart will be clearly labeled to identify contents in general categories (e.g. medication, circulation, breathing and airway).
11. The crash cart will be stored in the trauma room when not in use.
12. Responsibilities include the following:
 - a. The list of medication and equipment to be maintained in the crash cart will be determined by the Medical Director, Pharmacy, and Clinical Services Manager.
 - b. The Pharmacy Aid is responsible for weekly inspection of the medication box and replacement of that box once opened or expired.
 - c. All nursing staff will be trained as to the crash cart contents and location to prevent any delays during cardiac arrest.
 - d. Crash cart and emergency supplies will be checked and documented daily by assigned nursing staff.
 - e. The staff nurse is responsible for cleaning the carts, inspecting and replacing items, as well as, checking the defibrillator, cardiac monitor, suction unit, and oxygen tank.

IV. CLOSING

Questions concerning this operational procedure will be directed to the Clinical Services Manager.

V. ATTACHMENTS

Daily check-off log [Crash Cart.xlsx](#)

attachment A