



2025-26 Cardiac Emergency Drill Summary Checklist

School Name: **Parkside/SCMV Options**

Date of Drill: **10/15/2025**

Time drill initiated: **12:50:00 PM** Time drill concluded: **12:52:00 PM**

Building Cardiac Emergency Coordinator: **Robert Bertke/Steve Chapman**

DRILL INFORMATION

Time school staff member discovered victim and called front office: **12:50:00 PM**

Time "ALERT" announcement made by front office staff: **12:52:00 PM**

First rescuer (school staff member) to respond (check all that apply): **Called for help (vocal)**

Called for help (phone)

Started CPR

Ran for help

Applied AED

Time rescuer 2 (school staff member) arrived on scene: **12:50:00 PM**

How many people (total) responded to the scene? **8**

Time CPR started: **12:50:00 PM**

Was CPR started by Rescuer 1 (school staff member)? **Yes**

CPR performed by (Name): **Steve Chapman**

Did rescuers switch off the CPR role every 2 min.? **Yes**

Did the School's Administrator or designee arrive? **Yes**

Time School's Administrator or designee arrived: **12:50:00 PM**

AED Use Details

Time AED sent for: **12:50:00 PM**

Time AED arrived at the scene: **12:51:00 PM**

Time AED attached to victim: **12:51:00 PM**

Time of first shock: **12:51:00 PM**

Person who performed AED functions (name): **Robert bertke**

Was a staff member sent to the front of the school to await/direct EMS? **Yes**

What time did the staff member go to the front of the school to await/direct EMS? **12:51:00 PM**



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QUESTIONS

What did the rescuers do right? **Verbalized need for help, alerted for 911 to be called and AED found. Started CPR immediately. Designated Staff cleared the scene.**

What could the rescuers do better? **More efficient with AED connection.**

What was easy to remember to do? **Start CPR immediately**

What was hard to remember to do? **Make sure that no one is touching the victim when shock begins. Do not shock while CPR is going.**

Is there anything else you would like to bring to the District's attention that would have made your drill more effective?

Name of person conducting drill: **Robert Bertke**

Title of person conducting drill: **Principal for Instruction**



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Signature of the person conducting drill: **Robert Bertke**

Date: **10/15/2025**

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I agree