



MONTANA STATE PRISON OPERATIONAL PROCEDURE

Procedure:	MSP HS D-07.2 CRASH CART
Effective Date:	11/01/2010 Page 1 of 2
Revision Date(s):	10/01/2024; 06/30/2026
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Medical Director Signature:	/s/ Dr. Paul Rees, MD
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I. PURPOSE

Ensure the crash cart and defibrillator are 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 cardiopulmonary arrest occurs. It provides simpler access to emergency drugs and equipment.

III. REQUIREMENTS

A. General Requirements

1. To establish standard practice, which is required to maintain and utilize the crash cart and the defibrillator, the crash cart guidelines 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 process 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. Each Qualified Health Care Professional 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 In addition, periodic staff inspections will ensure that there are no outdated drugs and/or supplies in the cart.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 (for example, 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.
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 requirements.
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 (for example, 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 Health Services Bureau Manager.
 - b. The Pharmacy Aide 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 on 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 about this procedure should be directed to the Medical Health Services Manager.