



## Pharmacy Department Clinical Policy Emergency Carts and Boxes

**A. EFFECTIVE DATE :**

July 19, 2022

**B. PURPOSE :**

To provide supplies of emergency drugs in appropriate locations throughout designated areas of the hospital for use in medical emergencies.

**C. POLICY :**

All employees of the Department of Pharmacy will maintain emergency cart and emergency box distribution for emergent patient care use

**D. SCOPE :**

This policy applies to Emergency Carts and Boxes distributed from the Department of Pharmacy at John Dempsey Hospital.

**E. DEFINITIONS :**

**Emergency Cart** (Code cart) is a wheeled chest of drawers that stores lifesaving equipment, drugs, or anything that will be required in the event of a medical emergency.

**F. MATERIAL(S) NEEDED :**

- Emergency crash cart
- Emergency Box
- Locks

**G. PROCEDURE :**

**Emergency Drug Cart for Adults**

1. Emergency drug carts (adult code cart) will be located in designated areas.
2. When an emergency cart is used, it shall be replaced and the used cart returned to the pharmacy for restocking.
  - 2.1 All medications will be checked for expiration dates and replaced as needed according to the CPR Cart/complete equipment list using the MedEx TraySafe® system.
  - 2.2 Equipment will be checked and replaced as needed.
3. Each cart will be sealed with a breakable lock.
4. The expiration date of the cart shall be clearly marked outside the cart.
5. The pharmacy staff member will ensure a fully restocked and locked cart is available on the unit after a code.

6. The cart will contain appropriate clinical references.
7. Note: Special instructions for designated locations
  - Nuclear Medicine – Pharmacy staff to call 1 day in advance before needing to exchange code cart planned for end of next day (Nuclear Medicine 860-480-9011). This is to allow the Nuclear medicine staff to complete their daily required survey of area, incl. code cart, which they perform at the end of the day.
  - ECT – This area has a designated code cart for ECT (so this cart exchange must be performed during weekday working hours of ECT in order to gain cart access). This cart is locked back into the ECT area once it has been updated.
  - MRI – This area has a designated code cart for MRI. This cart is returned back to MRI after it has been updated.
  - TEE -- This area has a designated code cart for Outpatient Cardiology. This cart is returned back to TEE after it has been updated

#### **Emergency Carts located in the Outpatient Pavilion (FSC and Radiology Oncology)**

1. In the event an emergency cart is used, supplies shall be replenished by a Registered Nurse. The Pharmacy Department will be notified of the need to replenish medication trays and trays will be replaced upon request or when a medication tray is due to expire.
2. Medication trays will be checked for expiration dates by RN and replaced by Pharmacy as needed.
3. Equipment and supplies will be check and replaced by RN as needed.
4. Each cart will be sealed by an RN with a breakable lock
5. The RN will mark the expiration date clearly on the outside of the cart
6. The cart will contain appropriate clinical references.

#### **Record Keeping**

1. Each Emergency Cart shall be assigned a number which is marked outside the cart.
2. The pharmacy will maintain a corresponding CPR Cart Location & Expiration Date Log Sheet, and a Dated Equipment List for each cart in the Emergency Cart log notebook.
3. Each Emergency Cart location and expiration date shall be recorded on its corresponding sheet, along with the most recent date of inspection and initials of the pharmacy staff member performing the inspection.
  - 3.1 Expiration dates for all dated items will be recorded on the dated equipment list.
4. When an Emergency Cart has been used, it shall be returned to the pharmacy and recorded on the cart corresponding. Refer to location exceptions listed above.
5. When a medication tray or sealed cart is distributed, its new location shall be recorded on the sheet corresponding to that area.

#### **Emergency Drug Box**

1. Emergency boxes will be located in designated areas. Pharmacy personnel will keep records of boxes, their location, and expiration date.
2. When an Emergency Box is opened or outdated it shall be returned to the pharmacy for a replacement.
3. During the replenishment process, contents of Emergency Boxes will be checked by pharmacy and replaced as needed.
4. Emergency Box Contents
  - 4.1 Each box will contain the following medications:

Albuterol MDI 17Gm Inhaler (1)  
Aspirin 325mg tablets (2)

Atropine Sulfate 0.1mg/mL syringe (2)  
 Dextrose 50% 50mL syringe (2)  
 DiphenhydrAMINE 50mg/mL vial (2)  
 EpiPen® (EPINEPHrine) syringe (2)  
 EpiPen Jr®(EPINEPHrine) syringe (for child less than 30kg) (2)  
 EPINEPHrine 1mg (1:10,000 conc) syringe (2)  
 Glucose (Glucose oral gel) (1)  
 Lidocaine 100mg Abboject (2)  
 MethyIPRENISolone 125mg vial (2)  
 Naloxone 0.4mg/mL ampule (2)  
 Nitroglycerin 0.4mg sublingual tabs (1 bottle)  
*Solutions*  
 5% Dextrose in water 500ml bag (1)  
 0.9% NS (sodium chloride) 500ml bag (1)  
*Supplies*  
 Baxter IV Solution Set 10drops/mL (1)  
 Baxter IV Solution Set 60 drops/mL (1)  
 Venous Catheters 16 gauge (2)  
 Venous Catheters 18 gauge (2)  
 Venous Catheters 20 gauge (2)  
 Venous Catheters 22 gauge (2)  
 Syringe with needle 3ml (4)  
 Filter needle (for ampule administration) (4)

5. Each Emergency Box location and expiration date shall be recorded on its corresponding sheet.
6. When a sealed Emergency Box is distributed, its new location shall be recorded on the sheet corresponding to that Box.
7. Pharmacy will conduct periodic inspections to assure that Emergency Carts and Boxes are properly located, locked and in date

**H. ATTACHMENTS:**

None

**I. REFERENCES :**

"Crash-cart preparedness", ©The Joint Commission, Division of Health Care Improvement Quick Safety Issue 32, April 2017.  
 Emergency Medical Response; HAM 8-022A  
 Adult Code Carts Maintained by Pharmacy Department (Appendix A)  
 Contents of Adult Code Carts Maintained by Pharmacy Department (Appendix B)

**J. SEARCH WORDS :**

Emergency Carts, Emergency Boxes

**K. ENFORCEMENT:**

Violations of this policy or associated procedures may result in appropriate disciplinary measures in accordance with University By-Laws, General Rules of Conduct for All University Employees, applicable collective bargaining agreements, the University of Connecticut Student Code, other applicable University Policies, or as outlined in any procedures document related to this policy.

**L. STAKEHOLDER APPROVALS :**

On File

**M. COMMITTEE APPROVALS :**

None

**N. FINAL APPROVAL :**

- |  |                           |
|--|---------------------------|
| <b>1.</b> <u>Bruce T. Liang, MD (Signed)</u><br>Bruce T. Liang, MD<br><b>Interim Chief Executive Officer &amp; EVP for Health Affairs<br/>Dean, School of Medicine</b> | <u>11/08/2022</u><br>Date |
| <b>2.</b> <u>Anne Horbatuck (Signed)</u><br>Anne D. Horbatuck, RN, BSN, MBA<br><b>Clinical Policy Committee Co-Chair</b>   | <u>11/02/2022</u><br>Date |
| <b>3.</b> <u>Scott Allen, MD (Signed)</u><br>Scott Allen, MD<br><b>Clinical Policy Committee Co-Chair</b>  | <u>11/04/2022</u><br>Date |
| <b>4.</b> <u>Caryl Ryan (Signed)</u><br>Caryl Ryan, MS, BSN, RN<br><b>Chief Operating Officer, JDH<br/>VP Quality and Patient Services &amp; Chief Nursing Officer</b> | <u>11/04/2022</u><br>Date |

**O. REVISION HISTORY :**

Date Issued: 12/15/1992

Date Reviewed: 07/14/2015, 5/17/17, 11/27/2017,9/14/2020

Date Revised: 12/15/92, 11/16/93, 9/30/94, 11/17/97, 06/22/00, 8/6/12, 8/29/12, 07/14/2015, 5/17/17, 11/27/2017, 9/14/20, 7/19/2021, 7/19/22