

Policy for Use of the Exercise & Sport Science CPR Laboratory

Authorized Users: Only people affiliated with the Department of Exercise and Sport Science including Athletics, Aquatics, Campus Recreation, and H.E.E.L.S. for health are authorized to reserve and use the CPR Laboratory.

Fees: Everyone who receives an American Red Cross certification taking place in the CPR Laboratory must pay a \$5.00 fee. Additionally, people who are not required to hold certification for a job within the Department of EXSS must pay an additional \$10 for supplies for a **total fee of \$15**. The CPR Laboratory must in no way be used for profit as stated in the American Red Cross Authorized Provider Agreement.

Training: Anyone who teaches/sponsors a class in the CPR Laboratory must attend a laboratory orientation and is **responsible for the laboratory during its use**. An orientation can be done by any of the following people:

Meredith Petschauer-Lab Director, mbusby@email.unc.edu

Patrick Barrett-Lab Manager, barrettp@email.unc.edu

Meg Pomerantz, lanchan@email.unc.edu

Room Reservation: In order to ensure the room and equipment are clean and ready for its next use, teachers/sponsors must reserve the CPR Laboratory **24 hours in advance**. The reservation book is kept in Woollen 205. No classes are to be scheduled from between 5pm and 6pm daily so that the room may be cleaned. **The authorized user is responsible for cleaning the faces and replacing lungs of all manikins used after 6pm when there are scheduled classes before 5 the next day.** See instructions below.

Supplies: Supplies are available in the cabinets. Please fill in inventory sheet with instructor's name, group name, date and supplies used on the clipboard hanging in the cabinet on the left side.

Equipment Care: Under no circumstances are the manikins to leave the CPR Laboratory. Actar-man is available for training outside the CPR Laboratory. First aid supplies may be taken to another location but must be returned and put back in the bins where they were found. Used faces are to be put in the crates; clean faces can be found in the blue bins. Faces are cleaned and lungs replaced after each use for health and safety reasons. **Please communicate clearly to staff which manikins have been used by leaving the towels off after use.** Please leave towels over the faces of clean manikins. Remember to wear protective gloves when cleaning the manikins.

Cleaning faces: All faces must be scrubbed in soapy water and then soaked for 10 minutes in a 10% bleach solution. Obtain 2 buckets and several "rag" towels from the Fetzer basket room. Fill one bucket with soapy water (there is antibacterial soap in a jug labeled for CPR Lab use) and one with the bleach solution using the following method. Put bleach in the bucket half way to the first marking (There are graduations on the bucket). Add water to the 5th marking. Take the plastic connective piece out of the face and soak it separately. Scrub faces around the mouth and nose with the soapy water using a towel then place face in bleach bucket. Buckets can fit about 10 faces at a time so be prepared to repeat process until all faces are done. You can replace lungs during the soaking time. Dry all faces thoroughly, replace the connective piece, and place in blue bins.

Replacing Lungs: All used manikins must have their lungs replaced. Lungs can be found in the cabinets separated by size. There are instructions on the back of each lung package. You will learn how to replace a lung during your orientation.

I have read this document and understand the responsibilities associated with being an authorized user of the CPR Laboratory.

Date of Orientation _____

Orientation Personnel _____

Name _____ email address _____

Signature _____