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Mankato Area Public Schools

Cardiac Emergency Response Plan (CERP)

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Mankato Area Public Schools

Cardiac Emergency Response Plan (CERP)

Table of Contents

Annual Review Form

1.0 Introduction 1
2.0 Responsibilities 1
3.0 Cardiac Emergency Response Team (CERT) 2
4.0 Automated External Defibrillators (AEDs) 2
4.1 Placement 3
4.2 Registration 3
4.3 Inspections & Maintenance 3
5.0 Instruction, Training, and Drills 3
5.1 CPR Training 4
5.2 CPR Certification 4
5.3 CPR & AED Instruction for Secondary Students 4
5.4 CERT Drills 4
6.0 Plan Distribution and Communication 4
7.0 Recordkeeping and Annual Review 5
8.0 References 5

Appendices:

A CERP Protocol
B AED Inventory
C AED Site Maps
D AED Monthly Inspection Form
E Training Records
F CERT Drill Records

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Mankato Area Public Schools Annual Review Form
Cardiac Emergency Response Plan (CERP)

Certification

I certify that I have reviewed the information provided and accept this written management plan. With assistance from our EHS consultant, the district will implement the policies and procedures noted within this plan. The written plan is a working document that will be reviewed and revised annually, or as needed.

Print Name	Signature	Date

Program reviews and follow-up of program-related issues are documented below.

Date	Actions/Comments	Reviewed by:

1.0 Introduction

Mankato Area Public Schools has developed and implemented the following Cardiac Emergency Response Plan (CERP) to ensure our staff, coaches, and students are prepared to respond to a sudden cardiac arrest (SCA) that occurs on school property. SCA is the sudden and unexpected loss of heart function where the heart stops beating due to an irregular heart rhythm, in which case immediate medical attention is required.

This CERP was developed cooperatively with Mankato Area Public School administration, school nurses, activities director, athletic trainer, teachers, students, caregivers, community members, and local first responders; and complies with Minnesota Statute 2025, section 121.241 Cardiac Emergency Response Plan.

2.0 Responsibilities

Mankato Area Public School District has assigned the following categories of responsibility to ensure the effective implementation and review of this CERP:

District Administrator(s) - Facilities and Safety Department

- Provide overall support and resources needed to successfully implement the CERP
- Ensure annual approval of the CERP by the school board
- Purchase and register new AED units
- Order replacement AED equipment (batteries, pads), as needed
- Determine proper location of AED units throughout campus (inside and outside)
- Ensure monthly AED inspections are completed

School Administrator(s) - Principals

- Including yourself, select a Building CERT (Cardiac Emergency Response Team) in partnership with the CERP Coordinator
- Ensure (you &) CERT members are certified in CPR/AED
- Ensure CERT members have two-way communication devices with coverage throughout campus (inside and outside)
- Ensure the CERP is distributed annually to all staff and local emergency responders
- Provide annual opportunities for CPR training and encourage all staff to participate

CERP Coordinator(s) - LSN's

- Facilitate the overall development, implementation and evaluation of the written plan
- Plan, facilitate and participate in the annual CERP drill at the beginning of the school year, in partnership with school administrator
- Participate in the annual review of the CERP

Cardiac Emergency Response Team (CERT): *E-Team (at least 5 people or 10% of overall school staff, whichever is greater)*

- Act as a building first responder in the event of a sudden cardiac arrest on campus
- Maintain CPR and AED certification
- Participate in the development and annual review of the CERP and provide recommendations for improvement
- Participate in the annual CERP drill and debrief

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Staff

- Become familiar with the building CERP
- Recognize the signs of sudden cardiac arrest (SCA)
- Understand how to initiate the building emergency medical response protocol
- Call 911 to active emergency medical services whenever a SCA is witnessed
- Know the location of AEDs inside and outside of the building

3.0 Cardiac Emergency Response Team (CERT)

Mankato Area Public Schools has established a CERT at each school. CERT members have been trained to respond to emergency medical situations and act as first responders in our buildings. Each CERT member holds a current CPR/AED certification from a nationally recognized organization. The CERT conducts an annual cardiac emergency response drill at the beginning of each school and participates in the annual review of the CERP. See Appendix F for CERT drill records.

School staff who are considered good candidates for the CERT include, school nurses, physical education teachers, activities director, athletic trainers, coaches, playground supervisors, and other staff who supervise before school and after school activities.

Members of the ***(INSERT NAME OF BUILDING HERE)*** School's Cardiac Emergency Response Team are listed below:

Staff Name	CPR/AED Certification Date

4.0 Automated External Defibrillators (AEDs)

AEDs are devices used to analyze the heart's rhythm and, if necessary, deliver an electrical shock, to restore normal rhythm. AEDs are life saving devices designed to be easy to use with visual and audio guidance. The U.S. Food and Drug Administration (FDA) and state agencies regulate AEDs.

According to Minnesota State Law 604A.01, also known as the Good Samaritan law, the non-professional user of an AED is exempt from civil liability. The law places a legal duty on people to provide reasonable assistance to others that have been exposed to or are in peril of grave physical harm. The purpose of the Good Samaritan law is to encourage non-emergency personnel to help those in peril. The law protects

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lay people from civil liability for negligence committed while voluntarily providing emergency care. The immunity exists both at the scene of the emergency and while transporting someone to a location where professional care can be rendered.

4.1 Placement

Mankato Area Public Schools have placed AEDs throughout the buildings. The AEDs are installed in easily accessible, high traffic areas of the buildings, such as main hallways, cafeterias, and gymnasiums. Our goal is to place enough AEDs throughout the campus to allow for retrieval to the scene within 3- 5 minutes of being notified of a potential cardiac emergency. In addition, portable AEDs are available for coaches or athletic trainers to bring to athletic practices and events, and climate-controlled AEDs are mounted outside where deemed appropriate.

A complete inventory of AEDs can be found in Appendix B. A site map with AED locations can be found in Appendix C.
Each AED is stored in an unlocked case with the device's readiness indicator facing outward and visible signage in the vicinity that clearly indicates the location of the device with AED use instructions available next to each device.

Adult pads are available in each AED case. The adult pads can be used for children if pediatric pads are not available. Also included in each AED case is a Nasal Naloxone Kit and a First Responder Kit.

4.2 Registration

Minnesota Statutes 2025, section 403.51, states that a person who purchases or obtains a public access AED shall register that device with an AED registry within 30 working days of receiving the AED. The Facilities and Safety Department is responsible for registering AEDs with the National Emergency AED Registry (NEAR) through the PulsePoint Foundation at https://www.pulsepoint.org/pulsepoint-aed.

4.3 Inspections & Maintenance

The Facilities and Department is responsible for monthly inspections of the AEDs, storage cabinets and CPR kits to verify all supplies are accounted for and functioning properly. These inspections are documented on the Facilities Work Order System and maintained at the Facilities and Safety Office. The AED monthly inspection form can be found in Appendix D.

When an AED needs service, the person conducting the inspection notifies the Facilities and Safety Department. The AED batteries and pads are replaced prior to their expiration date. AED units are replaced roughly every 8-10 years, or sooner if discontinued, recalled, or showing alerts.

If a district-owned AED is used, the Facilities and Safety Department must be notified so that the pads and batteries can be replaced.

5.0 Instruction, Training, and Drills

To ensure a coordinated and rapid response to cardiac emergencies within our schools, Mankato Area Public School District requires all staff and coaches to review the CERP at the beginning of each school year along with instructions for how to initiate the school emergency response team, locations of AEDs in the building, and a reminder to call 911 upon witnessing a cardiac emergency.

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5.1 CPR Training

All staff and coaches are also encouraged to attend annual CPR training which is provided periodically throughout the school year. CPR training includes:

- How to recognize sudden cardiac arrest
- How to perform chest compressions (Hands-Only CPR)
- How to use an AED

The following district employee groups are required to complete CPR training for Mankato Area Public Schools:

- Principals
- School nurses and health assistants
- Community Education staff, per position requirements
- Athletic Trainers
- Coaches
- Early Care and Education staff, per position requirements
- Health Teachers
- Special Education Teachers
- Physical Education Teachers

CPR training records can be found in Appendix E.

5.2 CPR Certification

CERT members are required to maintain CPR and AED certification through a nationally recognized organization, such as the American Heart Association and the American Red Cross. Certification includes written and in-person hands-on testing and must be renewed every two years. Certification fees are covered by the district for CERT members.

5.3 CPR & AED Instruction for Secondary Students

Mankato Area Public School District provides onetime CPR and AED instruction as part of our curriculum for students in grades 7 to 12 as required by Minnesota Statutes 2025, section 120B.236a.

5.4 CERT Drills

Each school's CERT conducts at least one annual cardiac emergency response drill, as required. The drills allow the response team to practice key elements of the CERP including effective communication, availability of CPR/AED certified responders, identification of roles and responsibilities, access to AEDs, and coordination with onsite local first responders. The goal of each drill is to successfully complete the cardiac emergency response procedures in 5 minutes or less.

At the end of each drill, CERT members will conduct a post-drill debrief to analyze performance, focus on what went well and identify areas for improvement. Recommendations will be shared with the CERP Coordinator and necessary changes will be incorporated in the CERP. See Appendix F for CERT drill records.

6.0 Plan Distribution and Communication

The CERP is distributed to all staff, coaches, and local first responders at the start of each school year as required by Minnesota Statutes 2025, section 121A.241 subdivision 2(4). The School Administrator is responsible for plan distribution.

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In addition, the CERP Protocol is in the SRP Emergency binder located in the main office as recommended by the American Heart Association.

7.0 Recordkeeping and Annual Review

The School Administrator is responsible for maintaining applicable training and drill records as well as the AED inspection records.

The CERT members are responsible for reviewing the CERP annually and providing recommendations to district and building administration, as needed. These recommendations will be shared with the School Board as part of their annual review as required by Minnesota Statutes 2025, section 121A.241, subdivision 2(6).

8.0 References

Minnesota Department of Education. *Model Cardiac Emergency Response Plan for Schools*. Revised November 1, 2025.

Minnesota Statutes § 121A.241 (2025). "Cardiac Emergency Response Plan." Minnesota Legislature, Office of the Revisor of Statutes.

Minnesota Statutes § 120B.236 (2025). "CPR and AED Instruction." Minnesota Legislature, Office of the Revisor of Statutes.

Minnesota Statutes § 121A.035 (2025). "Crisis Management Policy." Minnesota Legislature, Office of the Revisor of Statutes.

Minnesota Statutes § 403.51 (2025). "AED; Registration." Minnesota Legislature, Office of the Revisor of Statutes.

Minnesota Statutes § 604A.01 (2025). "Good Samaritan Law." Minnesota Legislature, Office of the Revisor of Statutes.

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Appendix A

CERP Protocol

Appendix B

AED Inventory

Appendix C

AED Site Maps

Appendix D

(INSERT SCHOOL NAME HERE) AED Monthly Inspection Form

Appendix E

Training Records

Appendix F

CERT Drill Records