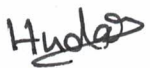
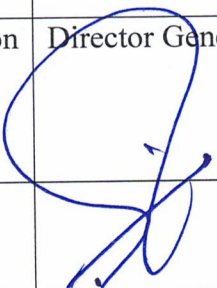


المديرية العامة لمستشفى خولة  
Directorate General of Khoula Hospital

Directorate of Nursing Affairs

|                         |                                                   |                         |
|-------------------------|---------------------------------------------------|-------------------------|
| Document Title          | Crash Cart Contents Checking Policy and Procedure |                         |
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Crash Cart Contents Checking Policy and Procedure  
MoH/DGKH/DNA/P&P/025/Vers.04



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## Acronyms:

|      |                                        |
|------|----------------------------------------|
| DGKH | Directorate General of Khoula Hospital |
| ECG  | Electro Cardiograph                    |
| BVM  | Bag Valve Mask                         |
| PSI  | Pounds per Square Inch                 |
| IV   | Intravenous                            |
| LMA  | Laryngeal Mask Airway                  |
| ET   | Endotracheal                           |
| DDA  | Dangerous Drug Act                     |
| PPE  | Personal Protective Equipment          |
| OT   | Operation Theatre                      |
| WOBG | Wattayah Obstetrics & Gynecology       |
| IVF  | In Vitro Fertilisation                 |

## 1. Definitions

- 1.1 **Crash Cart:** Is a red trolley on wheels which consists of emergency equipment and supplies, arranged on top of the trolley, three drawers, and bottom shelf meant to be readily available for resuscitative effort. It is used to quickly transport equipment and medications to the site of a clinical emergency and to treat a patient in the first thirty minutes.

## Crash Cart Contents Checking Policy and Procedure

### Chapter One:

#### 2. Introduction

The Crash Cart Checking Policy and Procedure is very important to maintain the accuracy and availability of emergency items in each department in the health care institution to provide quality of patient care. This guideline of checking the crash cart items and equipment will ensure safe use and easy access to emergency and lifesaving contents and hence reduce the risk of life-threatening situations.

#### 3. Purpose

The purposes of this Policy and Procedure are to:

- 3.1 Guide the health care professionals to check and use crash cart in a safe manner.
- 3.2 Provide standardized guide for crash cart arrangement in all clinical areas.
- 3.3 Ensure that crash cart is functioning and stocked at all times.

#### 4. Scope

This Policy and Procedure is for all the health care professionals working in the Directorate General of Khoula Hospital and have the skills and experience of managing resuscitation event and dealing with crash cart checking.

### Chapter Two

#### 5. Structure

It is the Policy and Procedure of the Directorate General of Khoula Hospital to ensure that all Health care professionals are able to check and use the crash cart. Further to this:

- 5.1 The crash cart should be available within a distance where Health care professionals can access it within three minutes.

- 5.2 Crash Cart contents should be arranged as per Crash Cart Contents Checklist in all Units/Departments to include age-appropriate equipment (Adult, Pediatric and Infant) (See Appendix 1).
- 5.3 Each Crash Cart should have a Crash Cart Contents Checklist on the top of the trolley.
- 5.4 Crash cart equipment and items should be checked at the beginning of each shift in the In-patient departments, whereas once daily in Outpatient department and document the content availability in the corresponding Crash Cart Contents Checklist.
- 5.5 Item package integrity should be checked, replaced if required and reported for any missing items to the immediate In-charge.
- 5.6 Crash cart should be restocked after any resuscitation event or if any items used.
- 5.7 The expiry date of all consumable items and medication in the Crash Cart should be checked every first week of each month and replaced if required.
- 5.8 In the Ward: The Pharmacist should check the Crash Cart Medications using the Crash Trolley Checking Form and replace the required medications (See Appendix 2). However, if any medications used during emergency situations, the Ward In-charge Nurse can indent the required medicines.
- 5.9 In Clinics, Emergency Department, OT, WOBG, IVF Center and Radiology: The Pharmacist should check the Crash Cart Medications using the Crash Trolley Checking Form and notify the In-charge Nurse to request and indent them from Medical Store.
- 5.10 Drawers of crash cart should be clearly labeled to identify the contents.
- 5.11 Oxygen cylinders should be replaced when the cylinder has < 500 PSI (half empty), to be obtained from General Store on an exchange basis.
- 5.12 Items such as laryngoscope blade and BVM should be autoclaved after each use.
- 5.13 All Health care professionals should be competent in operating the crash cart contents.

5.14 Auditing Crash Cart Contents audit shall be conducted periodically in order to monitor the standardization of crash cart contents based on the audit tool (See Appendix 3).

## 6. Procedure

Crash cart contents should be checked as follows:

- 6.1 Ensure the specific accessible location of the crash cart in the unit is in place.
- 6.2 Ensure if defibrillator is plugged on and kept locked.
- 6.3 Test the functioning of Defibrillator and document name of the health care provider, who checked with date and time on the ECG strip paper.
- 6.4 Replace the ECG roll if required (Red strip appears along the edge indicating low paper).
- 6.5 Check oxygen cylinder for oxygen amount and ensure the availability of full spare oxygen cylinder and replace the oxygen cylinder if less than  $\frac{1}{2}$  or (PSI < 500).
- 6.6 Ensure the suction apparatus and oxygen flow meter are functioning well and connected with tubing.
- 6.7 Ensure back/ chest board is available at the back of the trolley.
- 6.8 Unlock the trolley and check 1<sup>st</sup> drawer and 2<sup>nd</sup> drawer for the availability of 1<sup>st</sup> line drugs and 2<sup>nd</sup> line drugs including, drug colour, and intactness of ampoules/vials and expiry date for cannulation items.
- 6.9 Ensure photosensitive drugs are covered (Eg: Dopamine).
- 6.10 Check 3rd drawer for the availability, intactness and expiry date of breathing and airway equipment according to checklist of crash cart contents. (See Appendix 1).
- 6.11 Check laryngoscope and the blades in 3<sup>rd</sup> drawer for cleanliness, brightness and tightness of the bulb.
- 6.12 Check bottom shelf for available IV fluids and other items according to checklist of crash cart contents. (See appendix 1)
- 6.13 Ensure the availability of 5 sets of PPE to be used for suspected/confirmed Covid CPR in the bottom shelf as per the Cardiopulmonary Resuscitation for Covid – 19 Patient Guidelines.

- 6.14 Lock the crash cart after checking the contents, by sliding the door downwards.
- 6.15 Document the contents of crash cart on the checklist including name, signature and date of checking

### Chapter Three:

## 7. Responsibilities

### 1. The Director of Nursing Affairs shall:

- 7.1.1 Emphasize the HoS / Unit Supervisors, the importance of following this Policy & Procedure.

### 2. Head of Section/Unit Supervisor/Shift Duty Supervisor shall:

- 7.2.1 Emphasize staff adherence to this Policy & Procedure.
- 7.2.2 Ensure that the standardization of Crash Cart is being maintained in all the Departments.
- 7.2.3 Investigate all incidences related to checking Crash Cart Contents.
- 7.2.4 Ensure that proper management is carried out if any incidents occur.
- 7.2.5 Recommend to update this Policy & Procedure according to the Evidence Based Practice and Hospital needs.
- 7.2.6 Emphasize regular audit to ensure health care providers adherence this Policy & Procedure.

### 3. Ward In Charges/Shift In charges shall:

- 7.3.1 Ensure all staff nurses are adhering to this Policy & Procedure.
- 7.3.2 Ensure that the standardization of Crash Cart is being maintained in all clinical areas.
- 7.3.3 Carry out audits on checking of crash cart contents to monitor staff competency.
- 7.3.4 Report any incident related to the Crash Cart to the Unit Supervisors/Head of Sections.
- 7.3.5 Ensure orientation is given to all nurses' particularly new staff regarding checking of the Crash Cart content and attendance to Crash Cart course.

**4. Staff Nurse shall:**

- 7.4.1 Adhere to this Policy & Procedure.
- 7.4.2 Restock used items and equipment.
- 7.4.3 Document in the Crash Cart Content checklist.

**5. Pharmacist shall:**

- 7.5.1 Adhere to this Policy & Procedure.
- 7.5.2 Check medication in the Crash Cart for safe administration.
- 7.5.3 In the Wards, replace/provide the required medications in the crash cart.
- 7.5.4 In the Clinics & other Departments, to do monthly audit and inform the Nurse In-charge the required replacements to be exchanged with the Medical Store.
- 7.5.5 Update the Health Care Professionals of any change in 1<sup>st</sup> and 2<sup>nd</sup> line Emergency drugs according to Evidence Based Practice

**Chapter Four****8. Document History and Version Control**

| Version | Description     | Review Date |
|---------|-----------------|-------------|
| 1       | Initial Release | 2020        |
| 2       | Version two     | 2022        |
| 3       | Version three   | 2025        |

**9. Related Documents:**

1. Guidelines of Cardiopulmonary Resuscitation for Covid – 19 Patient  
(MoH/DGKH/GUD/008/vers.01/2020)

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## 9. Annexes: Appendix1: Crash Cart Contents – Checklist

Appendix 1. Crash Cart Contents – Checklist

| S. No                      | Contents                                                   | Date  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|----------------------------|------------------------------------------------------------|-------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|--|--|
|                            |                                                            | Time  | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N |  |  |
| Top of the Trolley         |                                                            | Stock |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 1                          | *Infant Bag valve mask with Reservoir & infant mask size 0 | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 2                          | Paediatric Bag valve mask with Reservoir and mask size 2   | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 3                          | Adult Bag Valve mask with Reservoir and mask size 4        | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 4                          | Bacterial Filter                                           | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 5                          | Stop Clock                                                 | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 6                          | Stethoscope                                                | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 7                          | Sphygmomanometer with: Adult cuff                          | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|                            | Paediatric cuff                                            | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 8                          | Suction Apparatus with tubing                              | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 9                          | Oxygen flow meter with tubing                              | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 10                         | Non- rebreathe mask: Adult                                 | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|                            | Paediatric                                                 | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 11                         | Light Source                                               | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 12                         | Defibrillator with paddles (loaded with ECG papers)        | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 13                         | Chest leads with electrodes                                | 1 set |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 14                         | Latex gloves                                               | 1 box |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 15                         | Hand Sanitizer                                             | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 16                         | Chest Board (Back of the Trolley)                          | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 17                         | IV Pole (Side of the Trolley)                              | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 18                         | Suction catheters:(Side of the Trolley)                    | 3     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|                            | Size: 6                                                    |       |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|                            | 8                                                          | 3     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|                            | 10                                                         | 3     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|                            | 12                                                         | 3     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|                            | 14                                                         | 3     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 19                         | Sharp container                                            | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 20                         | Oxygen cylinder:(Side of the Trolley)                      | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 1st Drawer: 1st Line Drugs |                                                            | Stock |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 1                          | Adrenaline 1mg /1ml (1:1000)                               | 5     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 2                          | Atropine 0.6mg/ml                                          | 5     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 3                          | Amiodarone 150mg / 3ml                                     | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 4                          | Adenosine 6mg /2ml                                         | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 5                          | Calcium Gluconate/Chloride 10%in 10ml                      | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 6                          | Dextrose 50% / 25%                                         | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 7                          | Lidocaine 2% 100mg/5ml                                     | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 8                          | Magnesium Sulphate 50% 1ml)                                | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |

[illegible]

|    | Contents                                    | Date   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|----|---------------------------------------------|--------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|--|--|
|    |                                             | Time   | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N |  |  |
|    | 6.0 mm                                      | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 6.5 mm                                      | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 7.0 mm                                      | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 7.5 mm                                      | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 8.0 mm                                      | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 8.5 mm                                      | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 9.0 mm                                      | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 2  | Naso Pharyngeal Airway:                     |        |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | Adult size: 6/24                            | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 7/28                                        | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 8/32                                        | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 3  | LMA: Adult size: 3                          | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 4                                           | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 5                                           | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | Paediatric size: 1                          | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 2                                           | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 4  | Oral Airway Size: * 00                      | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | * 0                                         | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 1                                           | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 2                                           | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 3                                           | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 4                                           | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 5  | Bag valve mask size:1 (infant)              | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 3 ( Child)                                  | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
|    | 5 (Adult)                                   | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 6  | Laryngoscope Handle with Batteries          | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 7  | Laryngoscope Blades Adult size 2,3,4        | 1 each |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 8  | Laryngoscope Blades Paediatric size 0,1     | 1each  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 9  | Spare batteries for laryngoscope            | 2      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 10 | Spare Bulbs for Laryngoscope Blade          | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 11 | Naso Gastric Tubes (6,8,10,12,14,16) Fridge | 1each  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 12 | Spare ECG Roll                              | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 13 | Lidocaine Gel (2%)                          | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 14 | Lubricant Gel                               | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 15 | Stylet for ET Tube: Large                   | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 16 | Small                                       | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 17 | Magill's Forceps: Large                     | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 18 | Small                                       | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 19 | Artery Forceps Straight                     | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |
| 20 | Torch with Batteries                        | 1      |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |  |

| Bottom Shelf                  |                                                | Date  |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
|-------------------------------|------------------------------------------------|-------|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|--|
| Contents                      |                                                | Time  | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N | M | A | N |  |
|                               |                                                | Stock |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 1                             | 0.9% Sodium Chloride 500ml                     | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 2                             | 5% Dextrose 500ml                              | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 3                             | 5% Dextrose Saline 500ml                       | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 4                             | Ringer Lactate Solution 500ml                  | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 5                             | IV Infusion Sets                               | 3     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 6                             | IV Burette Sets                                | 3     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 7                             | Blood Transfusion Set                          | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 8                             | Sterile Gloves: Size 6 ½                       | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
|                               | Size 7                                         | 2     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 9                             | PPE Set                                        | 5     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| Items used in Critical Areas: |                                                | Stock |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 1                             | Adult End-tidal Co <sub>2</sub> detector (ICU) | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 2                             | Elastic Bougi (ICU, OT, A&E)                   | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |
| 3                             | Yaunker Sucker (A&E)                           | 1     |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |   |  |

**Note:**

\*Neonatal Items are applicable to PW, ANW & OBS/GYN Wards only.

10. Appendix 2: Crash Trolley Checking Form

Directorate General of Khoulia Hospital  
Directorate of Pharmacy & Medical Supplies  
Crash Trolley Checking Form

Location:.....

Trolley no.:.....

| S/N                          | Item                               | Qty | Physical Stock | Expiry Dare | Remark |
|------------------------------|------------------------------------|-----|----------------|-------------|--------|
| <b>1<sup>st</sup> Drawer</b> |                                    |     |                |             |        |
| 1                            | Adrenaline 1mg/ml (1:1000)         | 5   |                |             |        |
| 2                            | Atropine 500mcg/ml                 | 5   |                |             |        |
| 3                            | Amiodarone 50mg/ml 3ml             | 2   |                |             |        |
| 4                            | Adenosine 3mg/ml 2ml               | 2   |                |             |        |
| 5                            | Calcium Gluconate 10% 10ml         | 1   |                |             |        |
| 6                            | Dextrose 50% 25ml                  | 2   |                |             |        |
| 7                            | Lignocaine 2% 100mg/5ml (Mini Jet) | 2   |                |             |        |
| 8                            | Magnesium Sulphate 50% 2.5g/5ml    | 1   |                |             |        |
| 9                            | Sodium Bicarbonate 8.4% 50ml       | 1   |                |             |        |
| 10                           | Water for Injection 5ml            | 10  |                |             |        |
| <b>2<sup>nd</sup> Drawer</b> |                                    |     |                |             |        |
| 11                           | Propofol 10mg/ml 2ml               | 1   |                |             |        |
| 12                           | Ketamine 50mg/ml 10ml              | 1   |                |             |        |
| 13                           | Ephedrine 30mg/ml                  | 1   |                |             |        |
| 14                           | Dopamine 40mg/ml 5ml               | 2   |                |             |        |
| 15                           | Nitroglycerine 50mg                | 1   |                |             |        |
| 16                           | Naloxone 0.4mg/ml                  | 1   |                |             |        |
| 17                           | Verapamil 2.5mg/ml 2ml             | 1   |                |             |        |
| 18                           | Labetalol 5mg/ml 20ml              | 2   |                |             |        |
| 19                           | Hydrocortisone 100mg               | 2   |                |             |        |
| <b>3<sup>rd</sup> Drawer</b> |                                    |     |                |             |        |
| 20                           | Lubricating Jelly                  | 1   |                |             |        |
| 21                           | Lidocaine Gel 2%                   | 1   |                |             |        |
| <b>Bottom Shelf</b>          |                                    |     |                |             |        |
| 22                           | Sodium Chloride 0.9% 500ml         | 2   |                |             |        |
| 23                           | Dextrose 5% 500ml                  | 1   |                |             |        |
| 24                           | Dextrose Saline 500ml              | 2   |                |             |        |
| 25                           | Ringer Lactate 500ml               | 2   |                |             |        |
| <b>DDA Cupboard</b>          |                                    |     |                |             |        |
| 26                           | Midazolam 5mg/ml 3ml               | 1   |                |             |        |
| <b>Fridge Items</b>          |                                    |     |                |             |        |
| 27                           | Suxamethonium 100mg/2ml            | 1   |                |             |        |
| 28                           | Rocuronium 50mg/5ml                | 2   |                |             |        |

Checked by:..... Date:.....

11. Appendix 3: Crash Cart Audit tool

| S.No | STRUCTURE                                                                                                                                                                                                                                       | Available |               | Unavailable |    | Remarks |
|------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|---------------|-------------|----|---------|
| 1    | Crash Cart                                                                                                                                                                                                                                      |           |               |             |    |         |
| 4    | Crash Cart Content Checklist                                                                                                                                                                                                                    |           |               |             |    |         |
| 5    | Equipment and items as per crash cart contents checklist                                                                                                                                                                                        |           |               |             |    |         |
| S.No | PROCESS                                                                                                                                                                                                                                         | Met       | Partially Met | Not Met     | NA | Remarks |
| 1.   | The location of the crash cart in the unit/ department is specific and accessible.                                                                                                                                                              |           |               |             |    |         |
| 2.   | Crash Cart is plugged on and kept locked                                                                                                                                                                                                        |           |               |             |    |         |
| 3.   | Top the of the trolley is checked for the availability of equipment and items according to the crash cart contents check list                                                                                                                   |           |               |             |    |         |
| 4.   | Defibrillator function is tested every shift, and the name of the health provider is documented with date and time on the ECG strip.                                                                                                            |           |               |             |    |         |
| 5.   | The ECG roll is replaced if required. (Red strip appears along the edge indicating low paper).                                                                                                                                                  |           |               |             |    |         |
| 6.   | Oxygen cylinder is filled more than ½ or (PSI > 500) and other full spare oxygen cylinder is available.                                                                                                                                         |           |               |             |    |         |
| 7.   | Suction apparatus and oxygen flow meter are functioning well and connected with tubing.                                                                                                                                                         |           |               |             |    |         |
| 8.   | Back/chest board available at the back of the trolley is ensured.                                                                                                                                                                               |           |               |             |    |         |
| 9.   | 1 <sup>st</sup> drawer and 2 <sup>nd</sup> drawer are checked for availability of 1 <sup>st</sup> Line drugs and 2 <sup>nd</sup> Line drugs including drug colour, intactness of ampoules/vials and the medication expiry date monthly checked. |           |               |             |    |         |
| 10.  | 2 <sup>nd</sup> drawer for IV cannulation items is checked as per the crash cart contents check list                                                                                                                                            |           |               |             |    |         |
| 11.  | Photosensitive drugs are covered.                                                                                                                                                                                                               |           |               |             |    |         |
| 12.  | 3rd drawer is checked for availability, intactness and expiry date of breathing and airway equipment.                                                                                                                                           |           |               |             |    |         |

| 13. | Laryngoscope and the blades in 3 <sup>rd</sup> drawer are checked for cleanliness, brightness and tightness of the bulb. |     |  |    |  |         |
|-----|--------------------------------------------------------------------------------------------------------------------------|-----|--|----|--|---------|
| 14. | Bottom shelf is checked for available IV fluids and other items according to checklist of crash cart contents.           |     |  |    |  |         |
| SN  | OUTCOME                                                                                                                  | YES |  | NO |  | REMARKS |
| 1.  | Crash Cart contents is arranged as per Crash Cart Contents                                                               |     |  |    |  |         |
| 2.  | Drawers of crash cart are clearly labelled to identify the contents                                                      |     |  |    |  |         |
| 3.  | Crash cart equipment and items checked at each shift or once daily in outpatient department                              |     |  |    |  |         |
| 4.  | Crash Cart Contents Checklist is documented accurately and completely corresponding of availability.                     |     |  |    |  |         |