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PURPOSE

This document establishes the minimum requirements for certification and recertification in first aid and cardiopulmonary resuscitation as well as minimum requirements for assuring safety when staff are not certified. These requirements are applicable, at a minimum to direct support staff and those who supervise direct support staff, Public Safety Officers and Administrative Officers of the Day (AOD's).

DEFINITIONS

Direct support staff are those employees or contract workers whose job descriptions indicate the duty of providing direct services/supports to people who receive DDSN sponsored services.

Certification in first aid includes skills such as splinting, controlling bleeding and caring for a variety of sudden illnesses.

Certification in CPR includes competency in conscious and unconscious choking, and CPR for adult, child, and infant.

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Certification requirements are as defined by nationally recognized organizations; (e.g., American Red Cross, American Heart Association, National Safety Council).

REQUIREMENTS

First Aid

DDSN Directive 567-01-DD: Employee Orientation, Pre-Service and Annual Training Requirements, requires the completion of the CORE Curriculum, of which first aid is a part, and recommends that certification be obtained prior to providing direct services and supports. When consumers are in the care of the staff, at least one (1) staff person who is certified in first aid must be present and clearly identified to non-certified staff. By present, staff who are certified must, at a minimum, be within a two (2) minute response time so assistance can be obtained immediately.

Re-certification must be completed without lapse according to the guidelines determined by the organization whose program is being utilized. If not re-certified prior to expiration of the previous certification period, evidence must be available to show that certified staff were present as services/supports were provided by the non-certified staff person.

Cardiopulmonary Resuscitation (CPR)

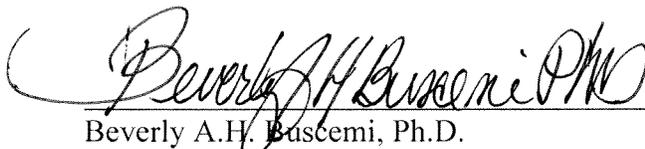
DDSN Directive 567-01-DD: Employee Orientation, Pre-Service and Annual Training Requirements, requires the completion of the CORE Curriculum, of which CPR is a part, and recommends that certification be obtained prior to performing skills. When consumers are present and in the care of staff, at least one (1) staff that is certified in CPR must be present and clearly identified to non-certified staff. By present, staff who are certified must, at a minimum, be within a two (2) minute response time so assistance can be obtained immediately.

Re-certification must be completed without lapse according to the guidelines established by the organization whose program is being utilized. If not re-certified prior to expiration of the previous certification period, evidence must be available to show that certified staff were present as services were provided by the non-certified staff person.

Staff who provides direct services and supports to infants and/or children must be certified in Infant/Child CPR (Adult CPR alone is not sufficient). If not certified in Infant/Child CPR, when an infant or child is present and in the care of staff, at least one (1) staff certified in Infant/Child CPR must be present and clearly identified to non-certified staff so assistance can be obtained immediately.



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