

Project ADAM Heart Safe Youth Sports Program Checklist

A comprehensive program of sudden cardiac arrest preparedness in youth sports.

This tool will serve as a roadmap through the Heart Safe Youth Sports program implementation process.

Check [here](#) to see if there is an affiliate program in your state/region and connect with them first, as Project ADAM Heart Safe recognition activities vary at the local level. If an affiliate program is not available in your area, we encourage you to utilize our free Project ADAM resources.

Instructions:

- 1) *Please fill out one checklist per youth sports program as an initial assessment of cardiac emergency preparedness.*
- 2) *Collaborate with your local Project ADAM affiliate site (if available) and utilize our customizable resources.*
- 3) *Once all criteria are met, contact our local Project ADAM affiliate site (if available) to submit necessary documentation to achieve local designation. Retain a copy in your youth sports program files.*

Today's date: _____ Name of person completing this form: _____

Name of program/team or league: _____

Name of Coach(es): _____

Email: _____ Phone: _____

AUTOMATED EXTERNAL DEFIBRILLATORS (AEDs)	YES	NO	NEED HELP	COMMENTS
An AED is available on site for all practices and games and can be retrieved, pads applied and a shock delivered (if needed) to an unresponsive victim in under three minutes.				
TRAINING/EDUCATION	YES	NO	NEED HELP	COMMENTS
CPR-AED training for coaches is updated at least every two years. Project ADAM recommends CPR-AED certifications are updated every two years or Hands-Only CPR-AED trainings are updated annually.				
Coaches have annual education on sudden cardiac arrest (SCA) awareness, signs and how to recognize SCA (sudden collapse and unresponsive; victim may have initial seizure-like or continued respiratory movements).				

CARDIAC EMERGENCY RESPONSE PLAN	YES	NO	NEED HELP	COMMENTS
Coaches call a medical timeout before all games to identify location of the AED and people responsible for the following roles: <ul style="list-style-type: none"> • Retrieve the AED • Call 911 • Start CPR (chest compressions) • Apply the AED once it arrives Note: The same individual can be assigned multiple roles if not enough people are available to help.				
Other comments about your program:				

It is recommended but not required that your program has oversight by a physician medical director. If you have questions, please let us know.

If your AED is used:

- Conduct an incident debrief meeting with the coaches, staff, and parents involved.
- Contact the facility manager (school, community site or other) to notify them that the AED has been used and support AED maintenance.
- AED maintenance should occur within 24 hours.

Complete the AED Report Form

- The Project ADAM AED Report Form should be completed and returned to your local Project ADAM Program Coordinator any time the AED is retrieved and brought to the scene of a possible sudden cardiac arrest.