



## Rogers Fire Department Standard Operating Procedures

<b>Policy Title:</b>	Cardiac Monitor Transmission and Documentation		
<b>Policy Number:</b>	227	<b>Volume:</b>	Field Operations
<b>Approved By:</b>	Tom Jenkins	<b>Last Updated:</b>	November 2010
<b>CFAI Reference:</b>	5G.4	<b>CAAS Reference:</b>	201.06.02
<b>Revision Summary:</b>	Created – November 2010 Formatted – May 2012		

### PURPOSE

The purpose of this policy is to establish benchmark performance and documentation guidelines for use of Zoll E-Series monitors.

### POLICY

ECG cardiac monitoring shall be done on all patients exhibiting potential signs (underlying or primary) of cardiac compromise. The cardiac monitor shall be applied within five (5) minutes of patient contact. A completed 12-lead ECG shall be completed within fifteen (15) minutes, when conducted. All 12-lead ECG measurements shall either be transmitted to the receiving hospital or transmitted to the “test” selection. If a 12-lead ECG is completed, it must be transmitted to one of the two choices. All copies of ECG measurements are kept on the RFD shared computer folder marked “ZOLL 12Leads”.

### Attaching 12-lead ECG documentation to Firehouse RMS

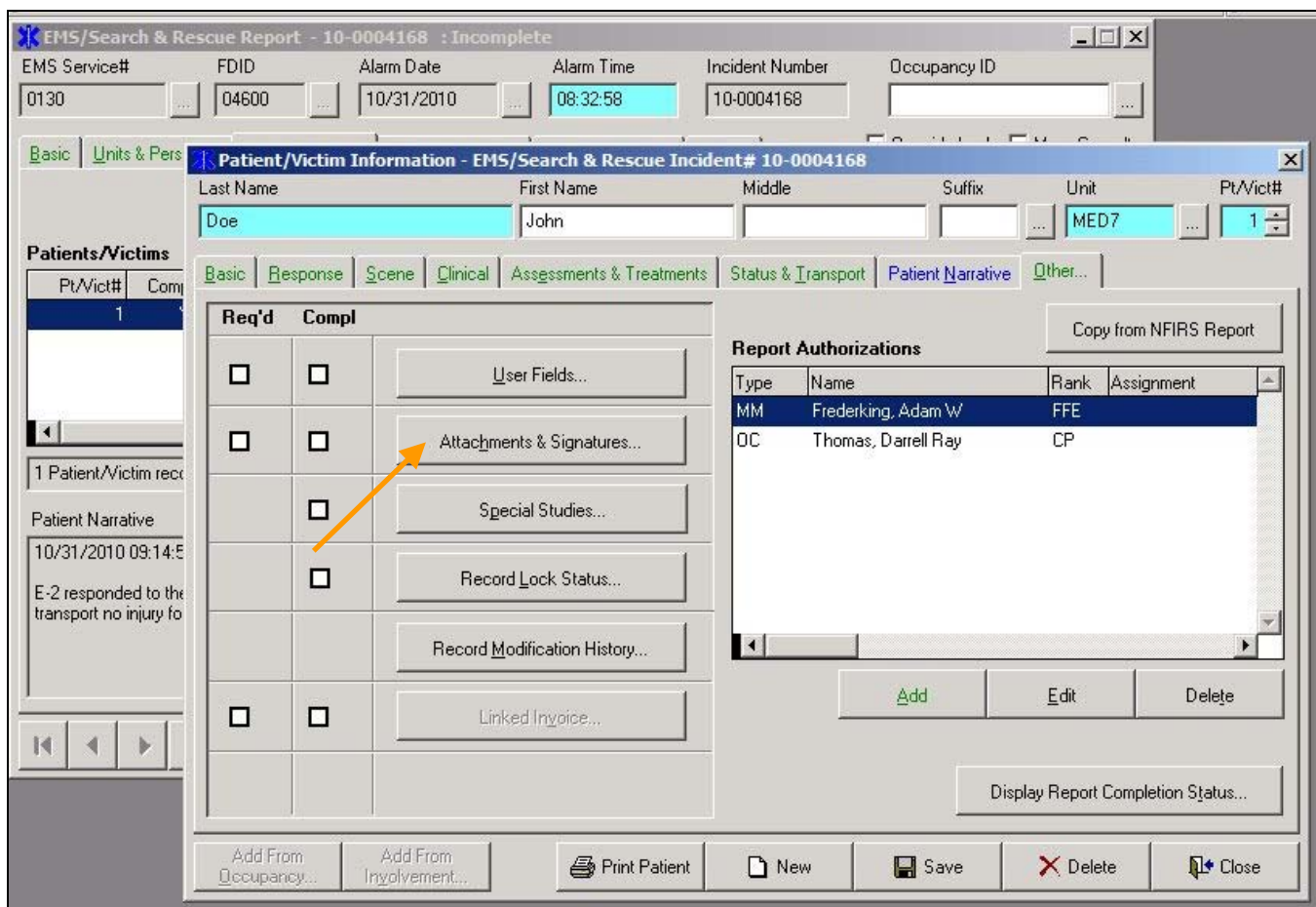
Findings obtained by completion of diagnostic testing must consistently be enclosed in the patient’s electronic record. This shall include obtaining a 12-lead ECG. Prior to running the test, the patient’s age and gender must be adjusted to reflect the patient. Any 12-lead ECG obtained without the correct age and gender is a false document. All 12-lead ECG measurements will be attached to Firehouse EMS/Patient records. The following procedure must be followed:

1. Starting from the “Patient/Victim Information” screen, select the “Other” tab
2. Click on the “Attachments & Signatures” Button
3. Click on the “+ Add” Button on the Attachments Tab (Default)
4. Click on the “...” Button under the Attached File Information / Name of file to open window
5. Find the folder on the RFD Shared Drive titled “Zoll 12Leads”
6. All ECGs are placed in this file automatically when you transmit the ECG to a hospital or to “Test” on the Zoll monitor. The file contains (from left to right) :

ZE00013291\_20100818\_114750

(Device ID #) (Date) (Time)

7. Select close in the Attachments & Signatures window.
8. The file is now attached to the report and can be viewed or printed as needed. Continue with the remainder of the patient care report.



5/Search & Rescue Report - 10-0004168 - Incomplete

Service#	FDID	Alarm Date	Alarm Time	Incident Number	Occupancy ID
	04600	10/31/2010	08:32:58	10-0004168	

Units & Pers

Patient/Victim Information - EMS/Search & Rescue Incident# 10-0004168

Last Name	First Name	Middle	Suffix	Unit	Pt/Vict#
Do	John			ME07	1

Attachments & Signatures

Attachments Signatures

Name	Type
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0 Attachments records listed

+ Add Open Delete Run It... Close

Add From Occupancy... Add From Involvement... Print Patient New Save Delete Close

