

Category: Miscellaneous

Title: Review and updation of Emergency Tray/Crash Cart

SOP No.: DCP/Ph1/008

Date first effective: 1st January 2024

Review date: 31st December 2024

Department of Clinical Pharmacology, 1st Floor, New MS Building,
Seth GS Medical College & KEM Hospital, Parel, Mumbai 400012.

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1. Purpose

The purpose of this Standard Operating Procedure (SOP) is to outline the protocol for review and updation of Emergency Tray/Crash Cart in the Phase I unit of the Department of Clinical Pharmacology.

2. Scope

This SOP is limited to the procedures for review and updation of Emergency Tray/Crash Cart in Department of Clinical Pharmacology, KEMH.

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3. Responsibility

Head of the Department, Principal Investigator and Co-Investigator/s will be responsible for the final review of the emergency tray/crash cart. The review involves final cross checking of the quantity, expiry date, availability of required emergency and functioning of all emergency equipment. Clinical Pharmacist/s or Staff Nurse/s will be responsible for updation of the emergency tray/crash cart. The updation includes refilling the used drugs, discarding expired drugs, getting the required drugs from store or ward 24 sister in charge, updating the phase 1 inventory register, and in case of unavailability or non-functioning of any equipment informing the same to the Principal Investigator and/or Co-Investigator/s

6. Detailed instructions

- The area where the emergency tray/crash cart is clean and visible with proper labelling of the emergency tray and emergency crash cart.
- The area should have enough area for easy movement of the emergency crash cart and nearby power points for power supplies to the emergency equipments.
- The movement of the crash cart must be checked and the locks of the wheels should be checked.
- The emergency tray to have both oral formulations and injectable formulations kept separately.
- The emergency tray should have all the emergency medicines required for the management of the possible emergency.
- The emergency medication must include
 - Anti-epileptic medicines
 - Benzodiazepines
 - Analgesic
 - Anti-pyretic
 - Anti-histaminic
 - Glucocorticoids
 - Anti-hypertensive
 - Nitrates
 - Local anesthetic agent
 - IV Anesthetic agent

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- Muscle relaxant
 - Anti-arrhythmic
 - Inotropes
 - Adrenaline and Noradrenaline
 - Bronchodilators
- The emergency crash cart must have
 - AMBU Bag
 - Laryngoscope with various sizes of blades
 - Colloids and crystalloids (0.9% Normal Saline, 5% Dextrose Normal Saline, Ringer Lactate, 25% Dextrose)
 - Various sizes of endotracheal tubes
 - Ventilator filter and tubing
 - Nebulizer face mask and nasal prongs
 - Continuous infusion pump
 - Nebulizer
 - Defibrillator
 - Foley's catheter
 - Ryle's tube
 - Syringes (2 ml, 5 ml, 10 ml), needles, IV canula (18G, 20G, 22G), IV set and BT set.
- The emergency items mentioned above are must but more items may be present which may depend upon the type of study and expected risks.
- The emergency crash cart and emergency tray must be reviewed every six months by the Principal or Co-Investigator and updation of quantity, proper working of the emergency equipments, expiry of the drugs must be done by the Clinical Pharmacist/s or Staff Nurse/s.
- The reviewed drugs and equipments to be mentioned in the ledger of the Phase I inventory mentioning the date of the review, name of the drugs and equipments and its quantity, expiry dates of the drug and name and signature of Principal or Co-Investigator and final signature by Head of the Department.

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