

FIRST AID PROCEDURES FOR ADMINISTERING THE HEIMLICH MANEUVER

Purpose

According to H.B. 384, there will be at least one adult trained in the Heimlich maneuver in the cafeteria whenever food is being served. These individuals will be trained upon hiring and reviewed yearly. Further, certified employees will be trained in the Heimlich maneuver, and the training will be reviewed yearly.

Procedure

- A trained employee in the cafeteria or other area of the school, who notices an individual having trouble or when an individual is brought to their attention, will move immediately to the individual.
- The trained employee will assess the individual:
 - Ask the victim if he or she is choking
 - Identify yourself and ask if you can help
- If the victim is coughing forcefully and able to breathe, the trained employee will stay with the victim and encourage them to keep coughing. DO NOT hit the victim on the back in an attempt to dislodge the object.
- The trained employee will call for the building nurse. If the nurse is not in the building, he/she will call for a building administrator.
- Any victim who is conscious but cannot cough, speak, cry, or breathe can be assumed to be choking. The universal signal for choking is clutching his/her throat.
- If the victim cannot cough, speak or breathe, the trained employee or school nurse, if having arrived on the scene, will administer the Heimlich maneuver.

The Heimlich Maneuver (First Aid) for choking will be administered as follows:

A combination of five (5) back blows followed by five (5) abdominal thrusts.

To give five (5) back blows:

- Position yourself slightly behind the victim.
- Place one arm diagonally across the chest and lean the victim forward.
- Firmly strike the victim between the shoulder blades with the heel of your other hand.
- Each back blow should be a separate and distinct attempt to dislodge the obstruction.

To give five (5) abdominal thrusts:

- Stand or kneel behind the victim.
- Make a fist with one hand and place the thumb side of the fist against the middle of the victim's abdomen, just above the belly button and well below the lower tip of the breastbone.

- Grab your fist with the other hand and give quick, upward thrusts into the abdomen.
- Each thrust should be a separate and distinct attempt to dislodge the obstruction.

- Continue alternating back blows and abdominal thrusts until the object is dislodged and the person can breathe or cough forcefully, or becomes unconscious.

- If the victim becomes unconscious, lower the victim to the floor and a CPR certified staff member can take over.

If the victim is pregnant or too large to reach around the abdomen, give five (5) back blows followed by five (5) chest thrusts. To give five (5) chest thrusts:

- Stand behind the victim.
- Make a fist with one hand.
- Place the thumb side of the fist on the center of the breastbone.
- Grab the fist with the other hand.
- Give quick thrusts into the chest.
- Each thrust and back blow should be a separate and distinct attempt to dislodge the obstruction.
- Continue alternating back blows and chest thrusts until the object is dislodged and the person can breathe or cough forcefully, or becomes unconscious.

- If the victim becomes unconscious, lower the victim to the floor and a CPR certified staff member can take over.

Whenever the Heimlich maneuver is administered, 911 will be called. The school nurse, if available, will assume care of the victim until emergency personnel arrive.

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