



Med Sled® with Pediatric (Infant / Toddler) Sled Training Checklist

Note: This training class will include hands on evacuation training, including vertical evacuation. Although the Med Sled® significantly reduces the amount of effort and strength required to complete an emergency evacuation, the evacuation process does take basic physical strength, fitness and health. Individuals with limited or constrained physical abilities or health (IE: heart conditions, back, knee issues ...) should not participate in this training and should not be included in evacuation protocols requiring them to perform these functions. If the organizer or trainee has any concerns, please discuss them with your Risk Management contact and the Med Sled® Rep prior to training.

The purpose of this checklist is twofold. First it serves as a teaching tool which the Med Sled® Trainer can use as a guide to ensure proper coverage of each step of the process. Second, it is a form which the Trainer can use to document each class participant's understanding of the material covered by having them sign off at the bottom off the document.

Important: Utilize proper body mechanics at all times when using the Med Sled® and Insert

Pre- Training Educational Material Review

- Viewed & Understood the Pediatric (Infant \ Toddler) Sled "Infant & Toddler Insert" chapter of the Training Videos

Hands-On Usage of the Pediatric Med Sled® (Infant / Toddler)

Step One: Remove Pediatric Sled from the Storage Device

- Unzip and remove sled from the Storage Device
- Use foot end straps to slide the Pediatric Sled to the Unit to Load Equipment and Babies / Toddlers
- The Pediatric Sled (Infant 3, Infant 6 and Toddler 2 Sleds) come fully assembled and ready for loading
- Note: The Pediatric Sled is designed for the evacuation of healthy Infants / Toddlers. For sicker babies that require monitors, pumps ... life support, utilize the Evac Basket & Rack System

Notes: _____

Step Two: Placing Equipment, Infants and Toddlers into the Insert

- Place any necessary equipment into the available equipment wells of the sled and secure by tying onto cross straps or perimeter tether of Med Sled® (oxygen tanks can be slid in under the Insert with valve towards the head end of the Med Sled® and lines safely run to patient wells)
 - * It may be necessary to loosen cross straps and Foot Loop Strap to place equipment and O2 tank, retighten after in place
- Carefully place Infants or Toddlers into the respective Sled wells and secure them by positioning and tightening the adjustable cross straps with Velcro fasteners

Notes: _____

Step Three: Pulling the Med Sled® to the Stairwell

- Using the foot end pull straps, pull the Med Sled® sled, facing forward and using proper stance of the Med Sled®
- The sled will slide over debris, however if you encounter a large barrier, the parameter tether/ side handles can be used to lift / guide the Pediatric sled over the debris

Notes: _____



Step Four: Descend the Stairs using the “Bucket Brigade” Technique

Sender (top landing position)

- Position the sled against the outside wall of the stairwell with feet towards the stairs
- Properly attach the Carabiner securing it to the highest Stairwell Bracket or designated anchor point with the Carabiner “gate” facing DOWN the stairwell
- Pull ALL THE SLACK OUT OF THE TETHER and MAINTAIN THIS TENSION as descending begins
- Maintain an athletic stance (“Tug of War”)
- Communicate with “Receiver” (person guiding the foot end of the Sled) while descending the Sled
- Allow the Tether to slide through the Carabiner while descending the stairs. Do not let go of the Tether at any point in the process

Receiver (lower position alongside Med Sled®)

- Stand to the side of the foot end of the Sled. DO NOT Stand in front of the Sled
- Grasp the pull straps in one hand approximately 18” from the foot end of the Sled
- While communicating with the “Sender”, use other hand to slowly pull the Sled over the top step. Slide the sled straight off the top step until it is approximately $\frac{3}{4}$ the way off the step
- Gently lower the sled so the foot end drops and the sled lays on the stairs
- Maintain control of the sled by holding the foot end pull straps
- NOTE: DO NOT ATTEMPT to lift the foot end of the Sled or utilize excessive force in attempting to restrain the Sled descent
- When clear of the Sled, “Sender” will begin to lower the Sled.
- Receiver should use the foot end pull straps to guide the Sled down the stairs and around the stairwell landing corner and position it for the next descent
- Note: due to the overall light weight of the Pediatric Sled (Infant / Toddler) the sender may have to assist the sled down the stairs by gently / slowly pulling the foot end straps

Notes: _____

Step Five: Pediatric Med Sled® Put Away-Be Evacuation Ready

- Wipe down Med Sled® using decontamination wipes to remove any dirt and debris
- Inspect Med Sled® entirely including all straps for wear and tear
- Roll up the Breaking tether in a tight ball, Place the carabiner, with the rolled up breaking tether at the head end.
- Utilize the orange Velcro strap, one end through the carabiner and around the rolled up breaking tether. Overlay the other end of the Velcro strap. Make as tight as possible so the carabiner and Breaking tether will stay secured in place at the top of the sled.
- Lay the two black foot pull straps inside the Med Sled®
- Place the Pediatric Med Sled® back into the storage bag and return it to its proper location so you are always Evacuation Ready

Notes: _____

Employee Name: _____ Unit /Department: _____ Date: _____

Signature: _____