

**Category:** Miscellaneous

**Title:** Review and updation of Emergency Tray/Crash Cart

**SOP No.:** DCP/Ph1/008

**Date first effective:** 1<sup>st</sup> January 2025

**Review date:** 31<sup>st</sup> December 2025

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

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**Author:** Dr. Sourav Mondal  
DM Resident

Signature with date

*Smm*  
28/Dec/2024

**Reviewer:** Dr. Mahesh Belhekar  
Associate Professor

**Dr. Mahesh N. Belhekar**

Associate Professor

Department of Clinical Pharmacology

New MS Building, First Floor,

Seth GS Medical College and KEM Hospital

Acharya Donde Marg, Parel,

Mumbai - 400 012, India

Signature with date

*Belh*  
28/12/2024

**Approved by:** Dr. Nithya Gogtay  
Professor and Head

Signature with date

*N*  
28-12-24

**Dr. Nithya Gogtay**

Professor & Head

Department of Clinical Pharmacology

1<sup>st</sup> Floor, MS Building,

Seth GS Medical College & KEM Hospital,

Parel, Mumbai - 400 012.

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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



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- Nitrates
- Local anesthetic agent
- IV Anesthetic agent
- 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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