

Toronto District School Board

Operational Procedure PR706

Title: **DO NOT RESUSCITATE CONFIRMATION FORM**

Adopted: June 10, 2014

Revised:

Reviewed:

Authorization: Administrative Council

1.0 OBJECTIVE

To outline the standardized procedure to be implemented by schools when a Parent(s)/Guardian(s) provides to the school a Do Not Resuscitate (DNR) Confirmation Form for a pupil enrolled in the Toronto District School Board.

2.0 DEFINITIONS

DNR Confirmation Form - Do Not Resuscitate Confirmation Form

EMS - Emergency Medical Services

3.0 RESPONSIBILITY

Associate Director, Student Achievement, Well-being & Academics

4.0 BACKGROUND

The DNR Confirmation Form was developed and implemented by the Ministry of Health and Long-Term Care. A completed DNR Confirmation Form has directed the practice of firefighters and paramedics after February 1, 2008. A completed DNR Confirmation Form confirms that a person, or their substitute decision maker, has decided, in advance, that the person does not wish to be resuscitated in the event that he or she suffers respiratory or cardio-respiratory arrest.

The DNR Confirmation Form is a single paged bilingual document. Each DNR Confirmation Form is imprinted with a unique serial number for the purposes of authenticity and patient tracking. A completed DNR Confirmation Form is signed by a medical doctor or nurse.

The DNR Confirmation Form is directed at EMS personnel and should not be interpreted, or implemented, by Toronto District School Board staff.

5.0 PROCEDURE

This procedure shall be implemented by the principal when a parent/guardian provides the school with a DNR Confirmation Form for a student.

Role of the Principal: Where a parent/guardian provides the school with a DNR Confirmation Form for a student, the principal will:

- (i) Inform the Parent(s)/Guardian(s) that the DNR Confirmation Form is directed at EMS personnel and will not be interpreted, or implemented, by Toronto District School Board staff;
- (ii) File the DNR Confirmation Form in the Documentation File of the affected pupil's Ontario Student Record;
- (iii) Encourage the parent/guardian to file the DNR Confirmation Form with the local EMS department and Fire Station with primary jurisdiction for responding to emergencies in the school's geographic location;
- (iv) Obtain parental/guardian consent to share information regarding the existence of the DNR Confirmation Form with Toronto District School Board staff and external staff who work with the student;
- (v) Inform the parent/guardian that the Toronto District School Board does not direct the actions of external staff that provide services to their child, such as nurses from Community Care Access Centers;
- (vi) Inform the parent/guardian that the school will make reasonable efforts to provide the DNR Confirmation Form to the EMS personnel, who are responding to an emergency related to the student;
- (vii) Inform the parent/guardian that the school is unable to guarantee that the DNR Confirmation Form will be provided to EMS personnel in every emergency situation, related to the student involved, due to unforeseen circumstances that may arise during emergencies;
- (viii) Inform the parent/guardian that TDSB staff will provide emergency first aid assistance which includes CPR, to all students in emergency situations until EMS personnel arrive on scene and take control of an emergency. This will be the standard response in all circumstances, including where staff are aware that a DNR Confirmation Form is currently on file for a particular student;

- (ix) Send a letter to the parent/guardian requesting written confirmation that they have been provided with the information outlined in paragraphs (i) to (viii) above. Ask the parent/guardian to sign, date and return a form acknowledging that they have been provided with the information outlined above. There is a sample letter/response form, which accompanies this procedure.
- (x) The status of DNR Confirmation Forms will be reviewed annually with the Parent(s)/Guardian(s).

6.0 REFERENCE DOCUMENTS

PR.706A: Sample Letter to Parent(s)/Guardian(s)