


**Cardiovascular Health Awareness Program**  
**Programme de sensibilisation à la santé cardiovasculaire**

## Overview of Training Session 2

Volunteer Training Session #2

Appendix 6.3 Volunteer Training Session 2 Date 1



**Cardiovascular Health Awareness Program**  
**Programme de sensibilisation à la santé cardiovasculaire**

## Overview of Training Session 2

- CHAP Session Responsibilities
- CHAP Session Set-up
- CHAP Forms
- Risk Profile Recording Form
- Measuring Blood Pressure
- CHAP Blood Pressure Recommendation Protocol
- Stages of Lifestyle Change
- Mentorship Discussion Form
- Interactive Role Playing

Appendix 6.3 Volunteer Training Session 2 Date 2

**CHAP**  
 Cardiovascular Health Awareness Program  
 Programme de sensibilisation à la santé cardiovasculaire

## CHAP Session Responsibilities

Volunteer Peer Health Educators:

- Greets participants
- Assist participants to complete a consent form
- Assist participants to measure and record blood pressure
- Make and record recommendations based on blood pressure protocol
- Assist participants to complete the risk factor recording form
- Facilitate completion of the Heart & Stroke Foundation of Ontario's Blood Pressure Action Plan and print out
- Discuss priorities/goals, provide targeted resources, educational materials & referrals to local programs
- Complete mentorship discussion form

Appendix 6.3 Volunteer Training Session 2 Date 3

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## Example of CHAP Session Set-up

**Greeting station**


**Area to sit & fill out forms**

**BP station #3**

**BP station #1**

**BP station #2**


Appendix 6.3 Volunteer Training Session 2 Date 4



## CHAP Forms

1. Information and Consent Form
2. Risk Profile Recording Form
3. CHAP Session Blood Pressure Recommendation Protocol
4. Mentorship Discussion Form

Appendix 6.3 Volunteer Training Session 2 Date 5




## Risk Profile Recording Form

### Overview

- General guidelines
- Participant information section
- Consent section
- Risk profile section
- Blood pressure section
- Office use only section
- Local CHAP Coordinators fax forms to a computerized database


Appendix 6.3 Volunteer Training Session 2 Date 6



## Avoiding Errors

0 1 2 3 4 5 6 7 8 9 0  
A B C D E F G H I J K L M  
N O P Q R S T U V W X Y Z

Appendix 6.3 Volunteer Training Session 2 Date 7




## Measuring Blood Pressure

If Using the BP-Tru Machine:

- Locate the black power switch on the top right corner
  - Turn to “on” position the green indicator light will remain on
  - All displays will register “8’ s” for a few seconds
  - The buzzer will sound with a ringing tone to indicate machine is powered up
  - Set to one or two-minute intervals


Appendix 6.3 Volunteer Training Session 2 Date 8



## Measuring Blood Pressure

1. Select appropriate cuff size and attach cuff
2. Align the artery indicator over the brachial artery
3. Wrap the cuff around the arm
4. Check to see that the white index line on the edge of cuff falls within the markers on the outer surface of the cuff
5. Press start button to initiate measurement. A series of 6 measurements will occur—the average will be the **last** measurement
6. Participant must stay still during measurement
7. Remember to press clear before the next set of readings

Appendix 6.3 Volunteer Training Session 2 Date 9



## CHAP Blood Pressure Recommendation Protocol

1. After recording the average blood pressure & pulse rate, look up the reading on the CHAP Blood Pressure Recommendation Protocol
2. Find Systolic Reading on the sheet
3. Find Diastolic Reading on the sheet
4. Locate the Recommendation
  - If reading falls in two categories, go with the **stronger recommendation (higher range)**
  - Suggest participant follow recommendation
5. Fill in recommendation boxes on risk profile form
6. Alert Local CHAP Coordinator if Stage 2,3 or 4 or if blood pressure < 90 for further action

Appendix 6.3 Volunteer Training Session 2 Date 10

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## Risk Factor Recommendations

- Ask participant if they are interested in learning more about their risk factors for heart disease & stroke
  - If 'No', activities could include:
    - Provide information and resource-handouts specific to risk factors in their profile
    - Complete mentorship discussion form
    - Recommend return visit
  - If 'Yes' – activities could include:
    - Further discussion of modifiable risk factors
    - Provision of targeted resources and/or referral to local programs
    - Completion of Blood Pressure Action Plan
    - Review priorities for change, and progress from last visit
    - Complete mentorship discussion form
    - Recommend return visit

Appendix 6.3 Volunteer Training Session 2 Date 11

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## Stages of lifestyle change

```

graph TD
    S1[Stage 1: Pre-contemplation] --> S2[Stage 2: Contemplation]
    S2 --> S3[Stage 3: Preparation]
    S3 --> S4[Stage 4: Action]
    S4 --> S5[Stage 5: Maintenance]
    S5 --> S6[Stage 6: Termination]
  
```

Source: Prochaska, J. and DiClemente, C. "Stages of change in the modification of problem behaviors." *Progress in behavior modification* 28(1992):183-218.

12



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Appendix 7.23  
**CHAP Mentorship Discussion Form**

## Mentorship Discussion Form

- Used to document and monitor:
  1. Interactions between participants and volunteers
  2. Participants' goals and priorities
  3. Changes in participants' behaviours
  4. Changes in participants' risk factors
  5. Most successful and/or common resource(s) used


Appendix 6.3 Volunteer Training Session 2

Date 13




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Appendix 7.23  
**CHAP Mentorship Discussion Form**



Appendix 6.3 Volunteer Training Session 2


Date 14



## Mentorship Discussion Form

- For new CHAP participants help complete questions 1-10
- For repeat visits help participants complete the entire form
- For questions involving writing please print clearly using CAPITAL letters in the space provided – do not try to squeeze in
  - Question 8 asks for the specific education materials that you give to participants
  - For Question 13, for each risk factor fill in only one circle and record what participants specifically did to make a lifestyle change (if there was an improvement)
- Don't forget to complete the Office Use Only section
- Give the pink copy to the participant, file the yellow copy in the community folder and give the white copy to the Local CHAP Coordinator

Appendix 6.3 Volunteer Training Session 2 Date 15



## Scenario 1


Tom, who is 68 years old, comes to a CHAP session. His average blood pressure reading is 145/101. He is not interested in further information on risk factors.

**What recommendation do you make?**

- Alert the Local CHAP Coordinator
- Recommend that he attend another CHAP session for reassessment
- Provide handout on Blood Pressure Basics and pamphlets on risks
- If his blood pressure >160/100 on re-assessment, alert Local CHAP Coordinator for follow up.

Appendix 6.3 Volunteer Training Session 2 Date 16






## Scenario 2

Mary comes to the CHAP Session complaining that she is feeling like she might faint. Her average blood pressure is 90/59.

**What recommendation do you make?**

- If symptoms present, e.g. dizziness,
- Alert the Local CHAP Coordinator
- Encourage her to discuss with Family Physician at next visit

Appendix 6.3 Volunteer Training Session 2 Date 17




## Scenario 3

John, who is 83, has an average reading of 132/85. He is interested in learning more about his risks.

**What recommendation do you make?**

- Review educational materials
- Complete Peer Mentorship Discussion Form
- Recommend he attend another CHAP session

Appendix 6.3 Volunteer Training Session 2 Date 18




## Scenario 4

Sarah, a 66 year old woman who has an average blood pressure reading of 125/73. She tells you that she is on medication for high blood pressure.

**What recommendation do you make?**

- Complete Peer Mentorship Discussion Form
- Provide targeted resources
- Encourage behaviours she has already adopted to keep her blood pressure under control

Appendix 6.3 Volunteer Training Session 2 Date 19




## Scenario 5

Jim has an average blood pressure reading of 213/111.

**What recommendation do you make?**

- Alert the Local Coordinator for follow up
- Encourage attendance at another CHAP session once seen by physician.

Appendix 6.3 Volunteer Training Session 2 Date 20




## Scenario 6

Dorothy's average blood pressure reading is 179/99.

**What recommendation do you make?**

- Alert Local Coordinator
- Encourage her to attend another CHAP session for reassessment.


Appendix 6.3 Volunteer Training Session 2 Date 21



## Interactive Role Playing

- Fill out the risk profile recording form.
- Measure blood pressure and record
- Make appropriate recommendation as per the CHAP Session Blood Pressure Recommendation Protocol, record on form
- Discuss the Blood Pressure Action Plan, print a copy
- Discuss goals for action, provide resources
- Complete mentorship discussion form


Appendix 6.3 Volunteer Training Session 2 Date 22



## Interactive Role Playing

- Fill out the risk profile recording form.
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- Make appropriate recommendation as per the CHAP Session Blood Pressure Recommendation Protocol, record on form
- Discuss the Blood Pressure Action Plan, print a copy
- Discuss goals for action, provide resources
- Complete mentorship discussion form

Appendix 6.3 Volunteer Training Session 2 Date 23



## Thank You! Questions?

Local CHAP Coordinator at:  
XXX - XXXX  
[www.CHAPprogram.ca](http://www.CHAPprogram.ca)

Appendix 6.3 Volunteer Training Session 2 Date 24