

Albemarle County Public Schools Procedure for AED Use

An Automatic External Defibrillator (AED) will be maintained on the premises of

_____.

The AED shall be used in emergency situations warranting its use by individuals specifically trained in use of the device. Please see the attached protocol for AED use.

Procedure:

1. The AED shall be located (include locations for all units in the school and attach floor plan with location of each AED):

2. Maintenance and testing is conducted as recommended by the manufacturer.
 - a) Documentation of the maintenance and testing is maintained _____ (list location) for a period of _____ years.
 - b) Documentation shall record the date and type of maintenance/testing and the signature of the person performing the maintenance/testing.

Training

1. Initial training in CPR and AED use is done according to *American Heart Association Heartsaver AED* curriculum.
2. Ongoing training in CPR and AED use is done annually at a minimum.
3. Records shall be kept _____ (specify).

Use of the AED

1. Determine unresponsiveness of victim and activate the Emergency Response Plan.
 - a) If a victim is unresponsive, call “9-1-1” and get the AED or ask someone to.
 - b) Assess the victim, airway, breathing, and circulation.
 - c) Initiate CPR, if required, while AED is brought to victim’s side.
 - d) The public address system will be used to activate responders and indicate location of the victim.
 - e) Designate an individual to wait at facility entry to direct EMS to victim’s location.
2. Upon arrival, place the AED near head of victim, close to AED operator.
3. Prepare to use the AED.
 - a) Turn the power ON.
 - b) Bare and prepare chest for AED use.

- c) Attach the AED to the victim.
 - d) Stop CPR while the device analyzes the heart rhythm.
 - e) Follow the machine prompts for further action. If a shock is indicated, be sure all rescuers are “clear” before shock is administered.
4. Data from AED data card following AED use shall be downloaded and given to EMT personnel.

After use of AED

1. A Critical Incident Debriefing session will be held with _____
(list time frame) for all initial responders.
Contact: Eileen Gomez (Diane Behrens)
2. The program Medical Director shall be notified of AED use.
 - a) Complete follow-up report if deemed necessary by medical director. (See AED Utilization Form)
 - b) Arrange for quality improvement review.
3. The AED will be checked and put back in readiness state.
 - a) Remove data card.
 - b) Replace data card.
 - c) Restock AED per AED inventory.
 - d) Clean AED if needed according to manufacturer recommendations.

Placing AED back in service after use

1. Readiness status will be assured following any AED use.
2. Records of readiness verification shall be kept _____.

Routine verification of AED readiness status

1. Readiness status will be assured per manufacturer’s recommendation.
2. Records of readiness verification shall be kept _____.