

# AED Response Protocols

## **Initial Protocol for Unresponsive Victims**

1. Upon arrival, assess for scene safety.
2. Use universal precautions and put on protective responder equipment.
3. Do not move the victim unless necessary.
4. Assess victim for unresponsiveness. If unresponsive, activate EMS and in-house emergency notification plan.
5. In the event of a medical emergency, Call 911 or designated emergency number or assign someone to call 911.
6. Call for AED and have someone retrieve AED.
7. Begin chest compressions. Perform 30 chest compressions at 100 Beats Per Minute (BPM) followed by 2 breaths (using proper CPR barrier).
8. Perform CPR until AED arrives.

NOTE: If victim regains consciousness at any time discontinue CPR & place victim on their side in the recovery position. Continually reassess the victim for an open airway and consciousness until EMS arrive. Begin AED / CPR response protocols again if victim loses consciousness at any time.

## **Begin AED Response**

1. As soon as the AED is available, have someone turn on the AED and follow the prompts.
2. If possible, while someone is preparing the AED have another responder continue CPR compressions until the AED advises to not touch the victim.
3. Shave chest with disposable razor if necessary (pads won't adhere due to extremely hairy chest). Follow directions in the AED Responder Kit. Discard razor in a safe manner.
4. Wipe chest off with gauze/towel if it is wet. Apply defibrillation pads.
5. Make sure that the AED pads are placed in their proper location and that they are making good contact with the victim's chest. Do not place the AED pads over the nipple, medication patches, or implantable (pacemaker) devices.
6. Do not touch victim while AED is analyzing and shocking. Have someone find a CPR barrier to be used for the delivery of CPR breaths.
7. Deliver a shock (press the shock button) to the victim when advised by the AED. Administer additional shocks as prompted by the AED until the AED advises no shock or advises to begin CPR.
8. If the victim regains consciousness place the victim in the recovery position, on their side.
9. Otherwise, begin CPR. Perform 30 chest compressions at least 2 inches deep followed by breaths (2 breaths) in cycles of 30:2 at 100 BPM for adult victims. Use proper CPR protective barrier.
10. Continue to perform CPR until otherwise prompted by the AED, EMS personnel or EMS Dispatch. If victim regains consciousness place victim on their side in the recovery position.
11. Continue to follow AED prompts and provide CPR until EMS arrives or victim regains consciousness.
12. If possible, have one rescuer provide breaths and another provide CPR Compressions to ensure quality CPR.
13. If possible, rescuers should switch the rescuer providing CPR compressions every 5 cycles of 30:2 to ensure best possible CPR quality to victims.
14. If there are extra rescuers available, have them direct EMS to the victim, keep the scene clear, and start documentation that may help EMS upon arrival (see below).

## **When EMS Arrives**

- A. Responders working on the victim should document and communicate important information to the EMS provider when they arrive or 911 dispatch such as:
  - Victim's name and known medical problems, allergies or any medical history known
  - Time the victim was found and time victim lost consciousness, if known
  - Initial condition of the victim
  - Current condition of the victim upon EMS arrival
  - Information from the AED including: Number of shocks delivered, Length of time defibrillator has been used
- B. Assist advanced medical care as requested by EMS providers
- C. Perform bloodborne pathogen cleanup procedures as necessary, discarding personal protective equipment using universal precautions

# AED Response Protocols (continued)

## **Post-Use Procedure**

1. Rescuers document the AED event and complete that documentation as immediately as possible, no more than 24 hours following the event. Complete all areas of page 13, AED Post-incident Report Form
2. Company AED Program Coordinator should notify First Voice™ as soon as feasible, by calling 888-473-1777 and speaking to First Voice Medical Direction Services (FVMDS) technical support staff.
3. Give the AED, AED Post Procedure Report, and all other documentation to the Company AED Program Coordinator within 24 hours post-event for evaluation by FVMDS.
4. AED Program Coordinator, upon receipt and review of AED Event Report notifies First Voice™ by calling 888-473-1777 and speaks with technical support person for post-event review.
5. AED Program Coordinator faxes AED Post Procedure Report, and Post-Event Review Download (.pdf) document from AED via PC/data cable (if applicable) to 319-377-4224.
6. After post-event review data has been downloaded for First Voice review, inspect the AED and replace any used supplies as soon as possible following the event so that the AED may be returned to service.
7. Perform a battery (Pad-pak) insertion test on the AED after each use or in the event of a battery change to ensure proper AED operation prior to return to service. Clean the AED if needed.
8. AED Program Coordinator conducts employee incident debriefing, as needed. AED should be placed back into service and proper AED inspection tag completion performed.

**NOTE: In the event of any medical emergency, whether actual or perceived, 911 should always be contacted immediately.**

9. AED Program Coordinator completes incident follow-up report, if needed by Medical Direction staff and faxes FVMDS Technical Support Team at 319-377-4224.

## **After Each Victim Use:**

- Be sure to download AED event data using data cable & PC connection and provide proper documentation to Think Safe and AED Program Coordinator.
- Inspect the exterior of AED for dirt or contamination or damage. Clean using proper BBP procedures.
- Check supplies, accessories and spares for expiration dates and damage. Order new equipment, if needed.
- Check operation of the AED by installing a new Pad-pak (battery) & running battery insertion test.
- Ensure all supplies, accessories and spares are present and are in operating condition.
- Use AED Maintenance Checklist (provided by Think Safe) prior to placing back in service.
- Record use/AED check in FV + AED Program Manager online database software solution ([www.firstvoicemanager.com](http://www.firstvoicemanager.com)).
- Mark AED Inspection Tag to complete inspection and place AED into service if AED is working properly.
- Notify Company AED Program Coordinator if flashing red indicator or beep is apparent or if there are any other problems or missing equipment. Take AED out of service until problem with equipment is resolved.

## **Monthly & Periodic Maintenance:**

- ✓ Check the flashing green "ready" status indicator. Perform AED monthly check. Use AED Maintenance Checklist provided by FVMDS Technical Support Team, and document any problems or warnings, FVMDS at 319-377-5125 as necessary.
- ✓ Record all monthly AED checks in FV + AED Program Manager online database software solution ([www.firstvoicemanager.com](http://www.firstvoicemanager.com)).
- ✓ Ensure all supplies, accessories and spares are present and are in operating condition.
- ✓ Mark AED Inspection Tag to document maintenance / monthly check.
- ✓ Notify Company AED Program Coordinator or your AED equipment supply source if flashing red indicator or beep is apparent or if there are any other problems or missing equipment. Take AED out of service until problem with equipment is resolved. Contact Think Safe immediately or as soon as feasible at 888-473-1777.

If any questions on AED Response Protocol call 888-473-1777 or 319-377-5125 to speak to Think Safe FIRST VOICE OR MEDICAL DIRECTION technical support.

**NOTE: In the event of any medical emergency, whether actual or perceived, 911 should always be contacted immediately.**