

Automated External Defibrillator (AED) Guidelines and Procedures

Part of the Riverside Community College District Injury & Illness Prevention Program



OVERVIEW

Automated External Defibrillator (AED) Guidelines and Procedures will establish guidelines for the campus-wide utilization of AEDs.

An AED is used to treat victims who experience sudden cardiac arrest.

The AED is used in conjunction with Cardio-Pulmonary Resuscitation (CPR) in cases of sudden cardiac arrest, in accordance with accepted protocols, including those developed by the American Heart Association or the American Red Cross, SB658 (replacing Title 22), California Code of Regulations and the manufacturer. Use of the AED and CPR will continue as appropriate during the course of emergency care, until the patient resumes pulse and respiration, and/or local Emergency Medical Services (EMS) paramedics arrive at the scene, and assume responsibility for emergency care of the patient.

A campus wide AED Guidelines will be developed, reviewed and updated periodically by the District or College Safety & Emergency Planning Manager/Coordinator.

RESPONSIBILITIES

District or College Safety & Emergency Planning Manager/Coordinator Responsibilities

- Develop, review and update the campus AED Guidelines periodically.
- Assure that the College is in compliance with all laws and regulations pertaining to the use and implementation of AEDs.
- Develop policies and procedures and assign responsibility for equipment inspection and maintenance based on legal, manufacturer and other requirements.
- Develop policies and procedures and assign responsibility for training of staff on the use of AEDs.
- Determine location and placement of AEDs. Evaluate implementation of AEDs for public access versus secured/limited access. May consider such factors as risk management, budget, security, accessibility and regulatory requirement in the decision.
- Coordinate vendor and AED selection, purchase, and installation.
- Oversee all AEDs on campus and regularly notify/update the College community, and Riverside County EMS, of their location and accessibility.
- Update campus AED website as needed.
- Verify AED's are maintained and inspected at least every 90 days.
- Review and revise the AED Policies and Procedures as needed
- Work as a liaison between campus and AED manufacturer/vendor.
- Information on the proper use of the AED is posted with the unit.

EQUIPMENT VENDOR CHECKLIST

All AED equipment and accessories shall be maintained in a state of readiness and per manufacturer guidelines.

- At a minimum, the AED must be checked at least once every 90 days and after each use.
- Records of equipment checks will be kept by Campus Program Coordinator.

TRAINING

Per SB658 effective January 2016, certified CPR & AED training is no long required; however it is still recommended.

- An AED orientation video will be available for each Department's AED Coordinator to view.
- Training records will be maintained by Target Solutions.

NOTIFICATION

Depending on the campus, county EMS will be notified of the specific location of all AEDs on campus, and updated if there are any changes. Likewise, the campus community will be informed of the location of AEDs annually.

POST EVENT REVIEW

An Incident Report Form will be used to report any event in which an AED is used. The report will be then sent to the Risk Management department.

- As the result of an incident, the Committee may make recommendations to revise and improve the program including location, number, placement or type of AEDs and associated guidelines and procedures.

OTHER RESOURCES

- State and Federal requirements
- Manufacturer's Contact information
- How to use the (Zol Model) AED