

8450R NON-INSTRUCTIONAL OPERATIONS

Automated External Defibrillators (AED)

AED program guidelines:

- a) Each AED will be mounted in a central location in schools and/or other buildings within the District.
- b) A list of in-building personnel, currently trained and authorized to use the AED, must be attached to each AED.
- c) The physical location of all District AED machines will be provided to each licensed emergency medical service and public safety answering point (911, local emergency dispatch center).
- d) A Medical Supervisor will be identified to oversee the District AED program.
- e) The AED will be used within the physical boundaries of the school, or other district facility, where the AED is located.
- f) The AED will be transported to the scene of a cardiac arrest and will be used by an individual currently trained and authorized to use the AED.
- g) The AED will be maintained, tested, and operated in conformance with the manufacturer's recommendations.
- h) Written records will be kept of all maintenance and testing performed on the AED. These records will be located with respective AED machines.
- i) Written records of initial training and/or ongoing authorization will be kept at the building for each individual listed as per (b) above.
- j) When the AED is removed for intent of use, 911 will be called and an ambulance will be requested to respond. The 911 dispatcher will be advised of all information available related to the ambulance request.
- k) The authorized user is required to report AED use to the Medical Supervisor within 24 hours of the occurrence of the event. The authorized user will also complete the required components of the written report to be sent to the DPHHS within 48 hours of the occurrence of the event.
- l) These procedures will be reviewed annually by the school principal, or other delegee, for compliance.
- m) Written procedures including the name and contact information for the current "medical supervisor" will be disseminated to school principals and other delegees.

Policy History:

Adopted on: February 23, 2012

Reviewed on:

Revised on: