

DUDLEY-CHARLTON REGIONAL SCHOOL DISTRICT

POLICY

JLCE

Automated External Defibrillator Use

Purpose:

To provide guidance in the management or administration of a school-based AED program.

Sudden Cardiac Arrest (SCA) is a condition that occurs when the electrical impulses of the human heart malfunction, causing a disturbance in the heart's electrical rhythm called ventricular fibrillation (VF). This erratic and ineffective electrical heart rhythm causes complete cessation of the heart's normal function of pumping blood resulting in sudden death. The most effective treatment for this condition is the administration of an electrical current to the heart by a defibrillator, delivered within a short time of the onset of VF.

An AED is used to treat victims who experience SCA. It is only to be applied to victims who are unconscious, without pulse, signs of circulation and normal breathing. The AED will analyze the heart rhythm and advise the operator if a shockable rhythm is detected. If a shockable rhythm is detected, the AED will charge to the appropriate energy level and advise the operator to deliver a shock.

System Owner:

School nurse, athletic director, principal.

Responsibilities:

- Selection of employees for AED training and distribution of AED-trained employee lists as required.
- Coordination of training for emergency responders.
- Coordinating equipment and accessory maintenance.
- Maintain on file a specifications/technical information sheet for each approved AED model assigned or donation to the school.
- Revision of this procedure as required.
- Monitoring the effectiveness of this system.
- Communication with medical director on issues related to medical emergency response program including post-event reviews.

Medical Control:

The medical advisor of the AED program has ongoing responsibility for:

- Providing medical direction for use of AEDs
- Writing a prescription for AEDs
- Reviewing and approving guidelines for emergency procedures related to use of AEDs and CPR.
- Evaluation of post-event review forms and digital files downloaded from the AED.

Authorized AED Users:

The AED may be used by:

- Employees including administrators, nurses, athletic/activities director, athletic trainers and office staff.

- Additional staff as identified by administration. Examples: teachers, coaches, field/game managers and security staff.
- Any trained volunteer responder who has successfully completed an approved CPR/AED training program and has a current successful course completion card.

AED-Trained Employee Responsibilities:

- Activating internal emergency response system and providing prompt basic life support including AED and first aid according to training and experience.
- Understanding and complying with requirements of this policy.
- Following the more detailed procedures and guidelines for the AED program.

Volunteer Responder Responsibilities:

At his/her discretion, anyone can provide voluntary assistance to victims of medical emergencies. The extent to which these individuals respond shall be appropriate to their training and experience. These responders are encouraged to contribute to emergency response only to the extent they are comfortable. The emergency medical response of these individuals may include CPR, AED or medical first aid.

School Office Responsibilities:

The school office staff is responsible for:

- Receiving emergency medical calls from internal locations.
- Using an established 9-1-1 checklist to assess emergency and determine appropriate level of response.
- Contacting the external community 9-1-1 response team (EMS) if required.
- Deploying AED-trained employees to emergency location.
- Assigning someone to meet responding EMS aid vehicle and direct EMS personnel to side of medical emergency.

Equipment

Approved equipment:

The AED conforms to the state standards.

- The AED and first aid emergency care kit will be brought to all medical emergencies.
- The AED should be used on any person who is at least eight years of age. The AED will be placed only after the following symptoms are confirmed:
 - Victim is unresponsive.
 - Victim is not breathing normally.

Note: If AED program includes the treatment of children less than eight years of age or weighing less than 55 pounds, equip AEDs with Infant/Child Reduced Energy Defibrillation Electrode Starter Kit (includes one pair of electrodes, storage pouch and appropriate safety instructions and labels).

Location of AEDs

During school hours, the AED will be at designated locations. These locations shall be specific to each school but should allow the device to be easily seen by staff.

The authorization and installation of AEDs in the District's Schools shall not be deemed to create a guarantee or obligation to use the AED in the case of an emergency nor any expectation that an AED or trained employee will be present and/or able to use an AED in an emergency or any expectation that the AED will operate properly.

Note: The district's standard rental contract does not guarantee access by community groups and organizations to the area where the AED is installed.

After each Patient Use:

- Inspect the exterior and connector for dirt or contamination.
- Check supplies, accessories, and spares for expiration dates and damage.
- Check operation of the Cardiac Science AED by removing and reinstalling the battery and running a battery insertion test.
- Remove PC datacard and replace it with a spare. Apply a patient ID label to the used PC card and deliver to the appropriate personnel.

AED Inventory:

AED

(1) installed battery and (1) spare

(1) carrying case.

(1) razor

(2) pair of gloves

(2) sets of electrodes

(1) installed PC data card

CPR mask

(1) pair of scissors

4 x 4 gauze

Adoption October 22, 2008

Amended November 14, 2012

Amended December 12, 2012