

Automated External Defibrillator (AED) Policy

Policy Name: Automated External Defibrillator (AED) Policy

Approval Authority: Cabinet

Interpreting and Implementing Authority: Director of Health and Wellness

Effective: October 1, 2021

Last Revised: October, 2021

Next Review Date: 5 years from last review date

Policy Statement

The goal of an Automated External Defibrillator (AED) program is to increase the rate of survival of people who have sudden cardiac arrest. AED programs are designed to provide equipment and training as an important means for providing enhanced life safety response measures. AEDs make it possible for lay responders to administer defibrillation prior to the arrival of Emergency Medical Services (EMS).

Entities Affected by the Policy

Wesleyan College is committed to the health and safety of its students, faculty, staff and visitors. This policy establishes an AED program for the Wesleyan campus that will:

- Meet regulatory compliance.
- Provide consistency across campus in AED installation, maintenance and use.
- Establish AED user training requirements.
- Implement enhanced life safety response measures.

Policy Details

This policy and related procedures set forth the standards and responsibilities for the installation, modification, replacement, repair, inspection, maintenance and non-medical response of AEDs on the Wesleyan College campus. This policy does not pertain to the procedures required during a medical response to a sudden cardiac arrest.

Definitions:

- **Automatic external defibrillator (AED)** - an automated, computerized medical device programmed to analyze heart rhythms that require defibrillation, and provide visual and voice instructions for the device operator.
- **Lay responder**- a person trained to provide cardiopulmonary resuscitation (CPR) and to use an AED.
- **Sudden cardiac arrest**- a condition in which the heart suddenly and unexpectedly stops beating, blood flow stops flowing to the brain and other vital organs.

Responsibilities

AED Program Coordinator

- Provide direction on proper AED use.
- Review guidelines for emergency procedures related to AED use.

- Designate individuals who will be responsible for the management of the AEDs located in a common areas of designated buildings.
- Ensure that inspections and maintenance are conducted in a timely manner and in accordance with the service manual provided by the manufacturer.
- Maintain AED inspection records.
- Monitor updates to legislation and regulations.
- Purchase and replaces batteries, pads and supplies as needed for AEDs in common areas of designated buildings.
- Conduct incident debriefing and complete post-incident report.

AED Owner

Departments that have an AED are responsible for the AED in their area. To meet compliance requirements, manufacture standards, program standards of the American Heart Association or the American Red Cross, and the Wesleyan College policy, AED Owners must:

- Serve as a contact person for the AED Program Coordinator.
- Conduct monthly inspections of AED to ensure proper operation.
- Purchase and replace batteries, pads and supplies as needed.
- Arrange for training in AED use for staff.
- Notify the AED Program Coordinator within 24 hours of an incident.

AED Policy Committee

The AED Policy Committee shall consist of the AED Program Coordinator, nurse practitioner, a representative from Nursing, Athletics AED Owner, and the Campus Police AED Owner. The AED Program Coordinator will serve as chair of the committee and determine frequency of meetings. The committee is responsible for:

- Monitoring the implementation of the policy.
- Members of the AED Policy Committee will conduct monthly inspections of AEDs to ensure proper operation as designated.
- Advising the College on the needs and locations that would benefit most from the installation of an AED, if resources become available.
- Approving policy changes.

Medical Director

A licensed physician will serve as the Medical Director to supervise the AED program and will:

- Provide medical direction and expertise on proper AED use.
- Review and approve guidelines for emergency procedures related to AED use.
- Assess post-event incident forms.

Required Site Records

The following records must be maintained at the installed AED site:

- Guidelines for use.
- Manufacturer's instructions.
- Identity of the department's responsible person.

Training

Wesleyan College recommends that staff identified for training in AED complete an American Heart Association CPR/AED course. Training records and a description of the training program should be maintained on-site by the Program Coordinator.

Incident Notification and Documentation

Departments must notify the AED Program Coordinator within 24 hours of an incident. The AED Program Coordinator will conduct an incident debriefing and complete an AED incident report.

Medical Response Documentation

The AED Program Coordinator will provide the Medical Director with a copy of the AED post-incident report along with any other requested information or data.

Risk Management

Claims must be reported per risk management protocols to include the administrator responsible for administering all claims involving Wesleyan College.

Liability and Good Samaritan Law

Georgia permits people to render care and aid to accident victims and victims of other emergencies without a fear of a future lawsuit. Georgia Code 51-1-29.3, Good Samaritan Law, provides immunity from civil liability for any act or omission to act related to the provision of emergency care or treatment by an AED to rescuer, GA Code 51-1-29.3(1), purchaser/property owner, GA Code 51-1-29.3(2), Physician, GA Code 51-1-29.3(3), Trainer, GA Code 51-1-29.3(4).

Violations of the Policy

Violations of the policy can include a written warning up to and including termination of employment.

Interpreting and Implementing Authority

Director of Health and Wellness, AED Program Coordinator