

Heart Safe La Plata La Plata County EMS Council	Public Access AED Program Policies and Procedures
Approved: _____ Medical Director: Dr. Tony DeMond	Date: _____
Approved: _____ Administration: Mark Rich	
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1. Purpose
  - a. To provide for public access defibrillation standards, review, and oversight.
  - b. To integrate public access defibrillation programs with the local emergency medical services system.
  - c. To provide for Quality Assessment of the program.
2. Program management
  - a. Heart Safe La Plata shall provide the program management.
  - b. Fiscal and administrative oversight shall be provided by the La Plata County EMS Council.
3. Physician Direction
  - a. Dr. Tony DeMond has accepted the position of Medical Director.
  - b. The Medical Director shall provide written authorization/approval for each AED placement.
  - c. The Medical Director shall approve all protocols and standing orders for AED use.
  - d. The Medical Director shall approve training course content.
4. Coordinated with EMS services
  - a. Heart Safe La Plata shall notify Central Dispatch after an AED is deployed. Information provided shall include
    - i. Location of AED
    - ii. Responsible party
    - iii. Addresses and descriptions of nearby locations for which this AED can be dispatched
5. Areas of Coverage - In order to obtain grant funding, our efforts have been extended to both La Plata County and San Juan County. If a primary location is in one of these counties and it has offices elsewhere, we will support placement of AEDs in nearby counties. These remote placements may be required to provide for the shipment of AEDs and supplies. Alternatively, Heart Safe La Plata may elect to find a local Medical Director to take on that AED oversight.
  - a. La Plata County
  - b. San Juan County
6. Standard orders for initial CPR/AED
  - a. AED Alert! forms must be completed by the receiving location so that Central Dispatch can record addresses to which that AED can respond.

- b. When a 911 call is received by Central Dispatch that has an address flagged with an AED available, the dispatcher will contact that site and request that the AED be taken to the location of the victim.
  - c. If available, a CPR/AED certified responder should take the AED to the specified location. If no one who is certified is available, anyone can deliver it. The hope is that a First Responder may be at the scene who knows how to use an AED.
  - d. Steps for use of the AED:
    - i. Establish unresponsiveness and pulselessness.
    - ii. Place defibrillation pads (Note if the patient has an implanted pacemaker, place the pads several inches from the pacing generator.)
    - iii. Clear patient and deliver shocks.
    - iv. Repeat shocks up to 3 times, then do 1 minute of CPR.
    - v. Repeat shocks an additional 3 times.
    - vi. If still no rhythm, continue CPR until advanced caregivers arrive.
7. Required Training
- a. Training may be provided by either Heart Safe La Plata or other accepted training institutions including American Heart Association, American Health & Safety Institute, American Red Cross, or National Safety Council.
  - b. Course content - Training for lay responders shall consist of not less than four hours and shall include the following topics and skills:
    - i. Proper use, maintenance and periodic inspection of the AED
    - ii. The importance of CPR, defibrillation, advanced life support, and emergency response
    - iii. Overview of the county EMS system, 911 access, and interaction with EMS personnel.
    - iv. Adult, Child, and Infant Cardiopulmonary Resuscitation
    - v. Assessment of an unconscious patient to determine if cardiac arrest has occurred and the appropriateness of applying and activating an AED.
    - vi. Information relating to defibrillator safety precautions to enable the individual to administer shock without jeopardizing the safety of patient or other nearby persons.
    - vii. Rapid assessment of the patient's post-shock status to determine if further activation of the AED is necessary.
    - viii. Lay responder's responsibility of continuation of care until the arrival of more medically qualified personnel.
  - c. Recertification schedule
    - i. Lay responders should attend a one hour refresher class at least once a year.
    - ii. Lay responders must attend the complete certification class once every two years.
8. AED Maintenance Specifications
- a. AEDs must be approved by Heart Safe La Plata and its Medical Director.
  - b. AEDs shall be maintained and regularly tested according to the operation and maintenance guidelines set forth by the manufacturer.
  - c. A staff member at each AED location will be identified to assume responsibility

- d. for AED maintenance and repair.
  - d. Every AED shall be checked for readiness after each use and at least once every 30 days (or should this be daily?). Records of these periodic checks must be submitted to Heart Safe La Plata.
  - e. Location of AEDs at each site shall be in plain view.
9. Continuity of EMS patient care
- a. Standard protocols require that the EMS system be activated every time a public access AED is deployed.
  - b. Both the 911 number and local EMS provider telephone numbers should be displayed near the AED.
  - c. A step-by-step procedure for declaring a cardiac arrest, requesting AED and trained responders and notifying EMS will be posted with the AED.
10. Legislative Liability Protections
- a. Colorado has a “good Samaritan” law but the legislature also passed a bill specifically protecting people who use an AED. It is House Bill 991283, Limited Liability for the Use of Automated External Defibrillators in Emergency Situations. It requires that the person rendering care activate the EMS system.
  - b. No specific protection is provided for the entity placing the AED or the person providing medical oversight.
11. Procedures Following AED Use
- a. The lay responder should complete a Patient Care Report documenting his/her actions.
  - b. Following defibrillation, please call the Heart Safe La Plata office so that the AED can be picked up for analysis.
  - c. The information stored in the AED will be downloaded and archived by Heart Safe La Plata.
  - d. Following data download, the unit will be refurbished and returned to its location.
  - e. Within 30 days of any defibrillation, the Medical Director or his designee will perform a review of the AED information and any written Patient Care Report to determine the effectiveness of each response. Review will include
    - i. Lay response time
    - ii. EMS response time
    - iii. Use on the appropriate type of patient (pulseless, apneic patient; greater than 8 years of age and greater than 55 pounds)
    - iv. Degree of compliance with shock/no-shock direction from the AED
    - v. Success of data collection process
    - vi. Completeness of documentation
    - vii. Overall effectiveness of the Heart Safe La Plata Plan
  - f. Deficiencies of the program will be handled on a case-by-case basis and may include
    - i. Lay responder re-training
    - ii. Modification of the Heart Safe La Plata Policies and Procedures
12. Record Keeping
- a. AED Locations
    - i. A database of AED Locations will be maintained by Heart Safe La Plata.

- ii. This information will be provided to Central Dispatch for recording in the Computer-Aided Dispatch (CAD) system.
- b. Certifications -
  - i. Heart Safe La Plata will maintain all training records for training by them. The list of certified individuals shall include
    - (1) Name
    - (2) Address
    - (3) Telephone number
    - (4) Date of most recent training
    - (5) Expiration date of training
  - ii. Training records for any in-house training should be submitted to Heart Safe La Plata.
  - iii. Copies of certifications should be submitted for external training.
- c. AED Maintenance
  - i. Heart Safe La Plata will maintain a database of AED maintenance by location.
- d. Patient Care Records
  - i. Patient Care Records will be retained for a period of seven years in privacy protected areas.