

VII A

Automated External Defibrillator (AED) Procedure for Schools

NOTE: If AED is not immediately available, perform CPR until AED arrives on the scene.

The AED is for use by individuals trained in CPR/AED.

Purpose

To provide trained employees of the school district with uniform guidelines to follow when responding to sudden cardiac arrest incidents and in intervening with an AED.

During School Hours

1. Assess scene safety. Rescuers are volunteers and are not expected to place themselves at risk in order to provide aid to others, instead, the scene or environment around a victim must be made safe prior to attempts to assist.
2. Confirm unresponsiveness.
3. Activate system:
 - a) At any public phone or cellular phone Dial 9-1-1 or local emergency number.
 - b) Call main office and alert them to emergency and location of unconscious person.
 - c) Main office staff will assign someone to retrieve AED and meet responding volunteer at emergency scene.
 - d) The office staff will assign someone to wait at facility entry to direct Emergency Medical Services (EMS) to the victim's location.

CPR/AED Procedure

4. CPR-trained individuals will assess the emergency:
 - a) Open airway
 - b) Check for breathing — if not breathing normally, give two breaths. Observe universal precautions using gloves and ventilation mask, if available. If breathing normally, place in the recovery position and monitor breathing closely.
 - c) If not breathing normally, apply AED immediately. If AED is not immediately available, begin chest compressions and breathing (CPR) until AED arrives.

NOTE: If a rescuer is alone and the victim is a child under eight years old or under 25kg (55 lbs) and has no known cardiac condition, perform two minutes of infant/child CPR prior to activating the emergency response system and getting the AED.

5. Turn ON AED.

6. Apply electrode pads (according to diagram on back of electrode pads) to victim's bare chest:
 - a) Peel electrode pads, one at a time, from the backing or liner.
 - b) Shave or clip chest hair if it is so excessive it prevents a good seal between electrode pads and skin.
 - c) Wipe chest clean and dry if victim's chest is dirty or wet.
 - d) Press electrode pads firmly to skin.

AED POST INCIDENT REPORT

Patient's last name	Patient's first name	Patient's address	
Phone number	City	State	Zip
Sex: Male Female	Incident Date:	AED operator:	
Incident date:		Assistant:	
Location:		Assistant:	
Estimated time from patient's collapse until CPR begun:		Estimated total time of CPR until application of AED	
Was cardiac arrest witnessed?	By whom:	Time:	
Yes No Unknown			
Was CPR started?	By whom:	Time:	
Yes No			
Did the patient ever regain a pulse?	Time:	Did the patient begin breathing?	Time:
Did patient regain consciousness?	Time:	Hospital patient taken to:	Time:
Other treatment:	Transporting agency:		

Communications: _____

Comment/concerns: _____

Report completed by: _____

Date: _____ EMS Notified: _____

Prescribing physician review/recommendations:

Coordinator reviewed:	Date:	Reviewed with responders:	Date:
Physician reviewed:	Date:	Comments:	