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AUTOMATED EXTERNAL DEFIBRILLATOR (AED) USE

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In order to maintain the health and safety of all students and employees of Daleville City Schools, the following policy is adopted by the Board with appropriate training and procedures to be delivered to school system personnel.

An automated external defibrillator (AED) is used to treat victims who experience sudden cardiac arrest (SCA). It is only applied to victims who are unconscious, not breathing and showing no signs of circulation, such as normal breathing, coughing, or movement. 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.

An AED will be maintained on the premises of each school in the school system. The AED shall be used in emergency situations warranting its use by individuals specifically trained in the use of the device. The AED at each school shall have adult pads/electrodes and child pads/electrodes. The lead school nurse will be responsible for coordinating the AED program, communicating with the medical director for revision of this policy as needed.

- I. The medical advisor of the AED program is Michael Williams, D.O. He will be responsible for providing medical direction, writing prescriptions for AEDs, reviewing/approving guidelines for emergency procedures related to cardio-pulmonary resuscitation (CPR) and use of AEDs, and evaluation of post-event review forms.
- II. All members of the Emergency Response Team (ERT) who have successfully completed appropriate training and/or any volunteer responder who has successfully completed an approved CPR+AED training programs and has a current course completion card are authorized AED users.
- III. The ERT members' responsibilities shall include providing prompt basic life support including AED and first aid according to training and experience. ERT members provide activities of the internal emergency response system. In addition ERT members are responsible for understanding and complying with the requirements of this school system policy.
- IV. School system office aides are responsible for receiving emergency medical calls from internal locations, contacting the EMS (911) if required, and deploying the school nurse and internal ERT members to the location of the emergency.
- V. Initial training for Nurse/ERT members in first aid/CPR/AED use will be conducted through the American Red Cross or American Heart Association.

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ERT members will renew CPR/AED training every two years. Nurses training records will be kept by the lead school nurse.

- VI. AEDs shall be located in the following facilities: Windham Elementary School hallway and gymnasium and Daleville High School hallway and gymnasium. Each AED shall have one set of defibrillation electrodes connected to the device. One resuscitation kit will be connected to the handle of the AED. This kit contains two (2) pair of gloves, one (1) razor, one (1) set of trauma shears, and one (1) facemask barrier device.
- VII. Any responding ERT member or volunteer responder shall complete an unusual occurrence form whenever the AED is used. The school system shall provide an official form for this purpose. Any and all patient information generated during AED use must be collected into the patient's confidential medical file.
- VIII. All equipment and accessories necessary for support of medical emergency response shall be maintained in a state of readiness.
 - A. The school nurse will be responsible for informing the office personnel as well as ERT members of changes in the availability of emergency medical response equipment.
 - B. The school nurse will be responsible for performing regular equipment maintenance. All maintenance tasks shall be performed according to equipment procedures as outlined by the manufacturer.
 1. Once each calendar year, the school nurse shall conduct and document a system readiness review, including review of training records and equipment operation and maintenance records.
 2. Once each calendar month, the school nurse shall conduct and document a system check. This will include review of emergency kit supplies, AED battery life, and AED operation status.
 - C. Following use of emergency equipment, all equipment shall be cleaned and/or decontaminated as required. The AED will be checked and put back in readiness state.
- IX. Following each deployment of the ERT or use of an AED, a review shall be conducted to learn from the experience. The school nurse shall conduct and document the post-event review. All key participants in the event shall participate in the review. Included in the review shall be the identification of actions that went well and the collection of opportunities for improvement, as well as critical incident stress debriefing. A summary of the post-event review shall

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be sent to the medical director. The school nurse shall maintain a copy of the review summary.

STATUTORY AUTHORITY:

**CODE OF ALABAMA
16-1-30**

LAW(S) IMPLEMENTED:

CODE OF ALABAMA

ALABAMA ADMINISTRATIVE PROCEDURE ACT:

HISTORY:

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