

# Multnomah Education Service District

Code: **EBBCC-AR**  
Adopted: 4/23/07  
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Revised:

## Automatic External Defibrillator Response Procedures

Automatic External Defibrillators (AED) are small, portable machines that can shock a human heart back to life when it senses an irregular, life-threatening heart rhythm, called Ventricular Fibrillation. AEDs do not take the place of cardio-pulmonary resuscitation (CPR). Rather, when used simultaneously, they can increase the chances of saving a life. An AED is part of the Chain of Survival, which includes early access to the victim, early CPR, early defibrillation, and early stabilization and transport to a higher level of care.

An Automatic External Defibrillator (AED) Program for MESD Schools has been developed along with a Technical Assistance Manual for MESD Programs by the Health and Social Service Department for MESD which includes:

1. An overview of the purpose and scope;
2. Procedures for Use of AED including:
  - a. Responsibilities;
  - b. AED equipment and locations;
  - c. AED response team;
  - d. Maintenance;
  - e. Employee training requirements;
  - f. Record keeping;
  - g. Post event procedures;
  - h. Quality assurance management program;
  - i. AED response protocols;
  - j. Forms; and
  - k. Addendum: Post Use Instructions for AED Devices Purchased through LifeGuard Medical Solutions only.

### Training

CPR, First Aid, and AED training will be conducted in accordance with those courses approved by the Oregon Department of Human Services.

A MESD AED trained responder must hold current CPR certification.

MESD employees will provide a copy of current CPR/AED certification to Human Resources. A list of all trained responders will be provided to the MESD Safety Director at the beginning of each school year.

MESD First Aid/AED trained responders who have left their positions of responsibility will be replaced by other employees within a site building structure and will receive training as soon as feasible.

An emergency response plan is in place for emergency response and is utilized at each MESD site. This emergency response plan is provided to the MESD Medical Safety Director at the beginning of each school year.

Tabletop exercises or drills must be conducted at least twice yearly with all CPR/AED responders to review emergency response situations and review CPR/AED procedures. Documentation of content, training review dates and a list of responders who received training will be forwarded to MESD Medical Safety Director.

### **Activation of Emergency Management System (911)**

The Emergency Medical Director at Multnomah County Health Department will provide physician oversight for MESD AED policy. A list of all MESD building AEDs and their locations will be provided to the Emergency Medical Director.

An MESD employee providing CPR/AED in a medical crisis must stay with the victim at all times. He or she must ensure that the emergency management system has been activated and that other responders escort emergency personnel to the scene. His or her responsibilities for care are terminated upon release of the victim to emergency medical personnel or those with a higher level of training. The supervisor of the employee who provided CPR/AED will be notified immediately.

In the event an AED is activated, the MESD Medical Safety Director will be notified. The Medical Safety Director will review the event with pertinent MESD staff and will report the event to the Emergency Medical Director at Multnomah County Health Department.