

**POLICY & PROCEDURES MEMORANDUM**

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<b>TITLE:</b>	<b>PUBLIC ACCESS DEFIBRILLATION (PAD) PROGRAM</b>
<b>EFFECTIVE DATE:</b>	<b>April 5, 2005</b>
<b>CANCELLATION:</b>	none
<b>OFFICE:</b>	Safety (SF)* <i>*Initially Distributed as AD-1373.7</i>

**POLICY STATEMENT**

Shortening the time to defibrillation improves rates of survival from sudden cardiac arrest. Automated external defibrillators (AED) can be used successfully by trained personnel. Public access defibrillation (PAD) programs train and equip personnel to perform cardiopulmonary resuscitation (CPR) and use of AED.

The American Heart Association (AHA) promotes the most rapid possible defibrillation of victims of cardiac arrest. AEDs are placed in reach of trained, nontraditional rescuers. Defibrillators are medical devices restricted by state regulations. They can be acquired by organizations only with the authorization of a licensed physician. PAD rescuers must be trained in CPR and in the use of the AED.

The College's use of AEDs will be in accordance with Louisiana Revised Statutes (LRS) 40:1236.11, 40:1236.12, 40:1236.13, and 40:1236.14, which require lay rescuers trained in CPR and use of AED to be part of the PAD program. In addition, medical authority is required to ensure requirements for training, emergency medical services (EMS) notification, and maintenance.

LRS 40:1236.13(D) requires the entity responsible for a physical fitness facility to keep an AED on its premises. LRS 40:1236.13(E) requires that any institution of higher education that competes in intercollegiate athletics shall have an AED on its premises in its athletic department. In addition to the AEDs required by state law, the College plans to place AEDs on each campus/site that has a scheduled campus police presence or a designated trained user, as deemed necessary.

## **PROCEDURES & SPECIFIC INFORMATION**

### 1. **Purpose**

This policy and procedures memorandum describes procedures and responsibilities for the Public Access Defibrillation program. The program includes training and use of Automated External Defibrillators, management of the maintenance schedule for the AED equipment, and the schedule for training of authorized users.

### 2. **Scope and Applicability**

This policy applies to all employees of Delgado Community College authorized to use AED equipment.

### 3. **Terminology**

**AED** – Automated External Defibrillator

**EMS** – Emergency Medical Services

**AHA** – American Heart Association

**CPR** – Cardio Pulmonary Resuscitation

**PAD** – Public Access Defibrillation

### 4. **Protocol for AED Use**

- A. For its PAD program, the College will use established protocols based on the AHA-recommended age appropriate treatment sequence formats for both children and adults.
- B. Training will be in compliance with the AHA's CPR and AED training requirements, including the AHA Heartsaver AED Course to support the PAD-specific programs.
- C. PAD rescuers will include the Coordinator of Health Services, Campus Police Officers, the Athletic Coaches, and personnel from the College's Fitness Centers, the Maritime, Fire and Industrial Training Facility, and other areas as deemed necessary. Volunteer PAD rescuers are welcome and will be provided training as training slots are available.

- D. An annual refresher course is required to maintain authorization to use AED equipment. Additional training is required every other year to maintain certification in CPR.

5. **Location and Security of AED Equipment**

- A. In general, AED equipment is placed in areas as required by state law. Required locations and locations of additional AED equipment are determined by an ad-hoc committee composed of the Coordinator of Health Services, the Chief of Police, and a representative of the appropriate Campus Provost or site administrator. The goal in selecting locations is to minimize response time.
- B. For the AED equipment assigned to a specific area, the individual responsible for that area will secure the equipment in an appropriate manner. For the AED equipment to be accessible to the public, the AED equipment will be located in a box mounted on a wall and secured with an audible alarm.

6. **Responsibilities**

- A. The Coordinator of Health Services will:
  - (1) identify strategic locations for AED placement (with the Chief of Police and the appropriate Campus Provost/ site administrator or his/her designee);
  - (2) maintain a schedule of AED equipment and its maintenance;
  - (3) coordinate or provide training of PAD rescuers in both CPR and AED;
  - (4) maintain certification records of trained personnel; and
  - (5) respond to or follow up on any sudden cardiac arrest incident.
- B. Campus Police Officers will:
  - (1) receive the appropriate training to be PAD rescuers;
  - (2) provide CPR, and use the AED as trained;
  - (3) secure the AED after use; and
  - (4) notify the Coordinator of Health Services of the event.

- C. The responsibilities of each campus/site AED support person are to:
  - (1) receive the appropriate training;
  - (2) secure the AED equipment; and
  - (3) provide the appropriate maintenance.
  
- D. The first person who arrives at a sudden cardiac arrest scene should:
  - (1) call the Delgado Police Department at (504) 671-6111 for campuses that have assigned Delgado Police officers who will dispatch by radio contact a Delgado Police officer to the scene;
  - (2) call the local police at 9-911 or 911, as appropriate, for all other off-campus sites that do not have assigned Delgado Police officers;
  - (3) provide CPR if trained to do so; and
  - (4) assist the first responders if requested.

*Review Process:*

Compliance, Health Services, Nursing School, Campus Police Representatives 1/28/05  
Business and Administrative Affairs Council 2/22/05  
College Council 4/5/05

*Reference:*

Louisiana Revised Statutes 40:1236.11, 40:1236.12, 40:1236.13, and 40.1236.14

*Distribution:*

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