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Management Plan for Automated External Defibrillators (AEDs)

IEA Project #201310413

New Prague Area Schools

Management Plan for Automated External Defibrillators

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1.0 Scope

An automated external defibrillator (AED) is a simple, easy to use device that analyzes the heart’s rhythm and tells the user to deliver a life saving shock if necessary. The American Heart Association’s “Chain of Survival” can improve chances of survival and recovery for victims of heart attack, stroke, and other emergencies. The “links” in the chain include early access to EMS or 911, early CPR, early defibrillation (AEDs), and early advanced emergency treatment.

New Prague Area Schools created this management plan to provide a schedule for installation of AED’s within the district and to maintain the AEDs that are owned and operated by the district.

2.0 Contact Information

The program coordinator for the district’s AED program is Cheryl Kollasch and can be reached at 952-758-1760. Dr. Michael Wilcox, MD, will act as medical director for this program and has provided the standing orders for use with the AED.

3.0 Legal Liability

Both the U.S. Food and Drug Administration (FDA) and state agencies regulate AEDs. The AED legal and regulatory landscape is evolving rapidly. However, at this time, liability risk associated with early defibrillation programs is minimal, and the benefits associated with widespread early defibrillation far outweigh liability risks. The general consensus from most professionals involved in the implementation of Public Access Defibrillation Programs is that there is greater liability by not implementing a program. According to Minnesota Session Law [S.2861](#) (1998, Chapter 329), which is also known as the Good Samaritan law, the non-professional user is exempt from civil liability (see *Appendix B*).

4.0 AED Locations

New Prague Area Schools has placed twelve AEDs throughout the district. Locations within a building were determined based on 24-hour accessibility and visibility. The AEDs locations are listed below.

Building	Location Within Building	Model Name and Number	Serial Number	Battery/Pad Exp. Date
High School	Outside Auditorium	Philips Heartstart FRX	B10C-00765	11/2015 12/2016
High School	Outside Gym – LL	Philips Heartstart FRX	B10C-00318	11/2015 12/2016
High School	2 nd Floor Lecture Hall	Zoll AED Plus	X04C028972	5/2016 8/16/2016
High School	Athletic Trainer (portable)	Philips Heartstart FRX	B10C-00765	11/2015 12/2016
Middle School	Main Office	Zoll AED Plus	X04C029284	4/16/2015 8/16/2016
Middle School	Gymnasium	Zoll AED Plus	X04C029250	4/16/2015 8/16/2016
Central Building	Gymnasium – West door entrance	Zoll AED Plus	X03C012868	4/16/2015 8/16/2016
Central Building	Outside Nurse’s Office	Zoll AED Plus	X04C029269	4/16/2015 8/16/2016
ECFE Building	Inside front door	Zoll AED Plus	X04C030548	4/16/2015 8/16/2016
Eagle View Elementary	Outside Nurse Office	Zoll AED Plus	X06E08130	4/16/2015 8/16/2016
Falcon Ridge Elementary	Hallway between Nurse Office/Gym	Zoll AED Plus	X06G090908	04/16/2015 8/16/2016
Raven Stream Elementary	Outside Nurse Office	Zoll AED Plus	X05C057536	4/16/2015 8/16/2016

5.0 Inspections and Maintenance

The AEDs, storage cabinets, and personal protective equipment are inspected every month by the building nurse to verify all components are accounted for and functioning properly. The LED on the AED is visually inspected for the “OK” to be visible in the window. This inspection is documented on a form maintained in each nurses office. If the AED displays “Maintenance” in the window, the unit is pulled out of service for immediate repair. If the AED displays “Battery” in the window, a replacement battery is purchased and installed.

The AED batteries are exchanged just prior to their expiration date. The alarm batteries in the storage cabinet are changed every year as a preventive measure.

6.0 Personal Protective Equipment (PPE)

Included in the cabinet with each AED is a PPE kit containing a microshield (or similar product), trauma scissors, a razor, and gloves for protection when responding to a cardiac arrest situation. Gloves should always be worn when there is a potential for exposure to body fluids (i.e., blood). Procedures demonstrated during bloodborne pathogens training are followed.

7.0 Training

New Prague Area Schools does not require all employees to be trained on AEDs; however, AED awareness training is made available for employees who would like to attend. AED training is also included in CPR training that is required for school nurses, health specialists, health paraprofessionals, first response teams, and voluntarily attended by other employees. Bloodborne pathogens training is provided for those required to know CPR as a part of their job.

8.0 Recordkeeping

The program coordinator is responsible for maintaining training records, as well as the maintenance, inspection, and personal protective equipment (PPE) records for all of the AEDs throughout the district.

Appendix A

AED Standing Orders

Appendix B

Minnesota Good Samaritan Law

Appendix C

AED Checklist