

AUTOMATIC EXTERNAL DEFIBRILLATOR (AED)
AND
PUBLIC ACCESS DEFIBRILLATOR (PAD) PROGRAM

The Keota Community School District has made a commitment to being a viable link in this community's chain of survival. In response to this commitment, Automatic External Defibrillator (AED) unit(s) will be located in our buildings, subject to funding and/or availability, for use by trained lay responders.

The purpose of this policy is to allow district AED units to be used by trained and certified personnel and to provide AED coverage when appropriately trained personnel are available.

Definitions:

1. "AED" means automatic external defibrillator
2. "PAD" (public access defibrillation) means the operation of an automatic external defibrillator by a non-traditional provider of emergency care
3. "PAD liaison" means the individual trained to maintain and train others in the use of the AED

AED Location: The building location of the AED will be determined in consultation with the School Nurse/PAD liaison, Superintendent, Building Principal, Building Lead Custodian, and the Washington County Ambulance Director. Factors to be considered include visibility, security and proximity to activities. The AED will be placed in a suitable cabinet. The Activities Director shall have the authority to determine if it is appropriate for the AED to be relocated during outside activities. If the AED is moved from its cabinet, a visible sign will be left on the cabinet indicating the AED's alternative location.

AED Team: An identified group of individuals shall be trained to respond to emergency situations requiring AED use. These individuals shall also be trained in universal precautions against bloodborne pathogens and shall be offered the hepatitis B vaccination. This group shall include at a minimum the Superintendent, Building Principal, Activities Director, and School Nurse/PAD liaison.

AED Team Training: The initial training on the use of the AED will be conducted by the School Nurse/PAD liaison according to a nationally recognized public access defibrillation provider course in accordance with American Heart Association (AHA) guidelines. AHA Heartsaver Adult Cardiopulmonary Resuscitation (CPR) certification will also be taught at the same time. After receiving initial AED and Adult CPR certification, review of these skills will be done quarterly. AED and Adult CPR re-certification will be required every 2 years. Training for universal precautions against bloodborne pathogens will be required annually.

Additional AED in-services and mock emergency drills may be conducted at any time by the School Nurse/PAD liaison. Training records will be maintained in the nurse's office at the appropriate school.

AED Use: The AED shall be used in emergency situations warranting its use by individuals specifically trained in the use of the device by following Iowa Statewide AED protocols. In the event of AED use, Emergency Medical Services (EMS) will be immediately activated by calling 911. AED usage will follow AHA Guidelines.

AED usage Documentation: The AED Team Responder shall document an emergency situation using the school district accident form and the Public Access Defibrillation (PAD) Utilization Form. These forms will be completed and presented to the School Nurse/PAD liaison within 24 hours of the emergency. A copy of these forms and the AED data files will be downloaded at the Washington County Ambulance Service within 48 hours of the emergency.

Post-Event Review: Following each use of the AED, a review will be conducted. The School Nurse/PAD liaison or designee shall conduct and document the post-event review. All key participants in the event shall participate in the review. A copy of the review will be kept on file in the nurse's office at the appropriate school.

AED Maintenance: The AED will perform a self-diagnostic test every 24 hours. The AED will be checked for proper functioning by the School Nurse/PAD liaison each day when on campus. Because the School Nurse/PAD liaison is not on campus everyday, her designee shall check for proper functioning using the procedure checklist.

The School Nurse/PAD liaison shall arrange to have the AED inspected annually by a trained representative of the Washington County Ambulance Service. This annual inspection will confirm that the AED's diagnostics are functioning properly.

All equipment and accessories necessary for AED response to medical emergencies will be maintained and in a state of readiness by the School Nurse/PAD liaison. The School Nurse/PAD liaison shall make arrangements with the Washington County Ambulance Director for replacement of weak electrodes or batteries in the AED.

AED Management: the School Nurse/PAD liaison or her designee will manage the AED program. The Washington County Ambulance Director or his/her designee will provide program oversight and direction.

AED Registration: The Public Access Defibrillator (PAD) program will be registered with the Iowa Department of Public Health, as required by law, and all applicable documents will be submitted to them. Re-registration is required every five years.

AED Coordination with Local 911 Emergency Response Team: The School Nurse/PAD liaison shall contact the Area Ambulance Service when the AED is installed and training is completed. The School Nurse/PAD liaison shall be responsible for contacting the Area Ambulance Service if there are any changes in the AED or PAD program.

Legal Reference: Iowa Code § 132
42 U.S.C. § 238Q

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Revised: