

Goucher College

Automated External Defibrillator (AED) Policy

I. PURPOSE OF POLICY

Each year in the United States an estimated 250,000-400,000 people suffer from sudden cardiac arrest. Ventricular fibrillation is the most common cause of death from sudden cardiac arrest and can be treated with early defibrillation that restores the heart to a normal rhythm.

The goal of this policy is to ensure that Goucher College is prepared to effectively address ventricular fibrillation incidents that occur on campus, by installing automated external defibrillators (AEDs) on campus that are safely maintained and used. The college's Risk Management Committee oversees the AED program.

II. LIABILITY AND GOOD SAMARITAN LAWS

Maryland law provides immunity from civil liability for trained AED users who use such devices at an authorized facility. See Maryland Education Article, Section 13-517, Automated External Defibrillator Program. In addition, Maryland's Good Samaritan Law provides immunity from liability to individuals who provide assistance or aid in a reasonably prudent manner, without fee or other compensation, if they relinquish care of the victim when someone who is licensed or certified by the state to provide medical care or services becomes available to take responsibility. Maryland Courts and Judicial Proceedings Article, Section 5-603, Emergency Medical Care.

III. RESPONSIBILITIES

1. Sponsoring physician

Maryland law requires that the college have a sponsoring physician, licensed in the state of Maryland, for its AED program. The college has designated the Family Physician in the Student Health Center as its sponsoring physician. The physician's duties under the program are as follows:

- a. Sign the application for participation in Maryland's AED program
- b. Oversee implementation of the AED program
- c. Review instances in which an AED was used to determine the appropriateness of the operation of the AED or the AED response and submit required state reports on such use

2. AED Program Director

The AED Program Director shall be the director of the Student Health and Counseling Services. The Director shall be trained in AED use and CPR. The Director's duties are as follows:

- a. Implement and administer the AED program

- b. Ensure that all individuals who are expected to operate an AED have met all training requirements
- c. Ensure the maintenance of records including:
 - A log showing dates of manufacturer-recommended maintenance and name of company performing the maintenance
 - Repairs performed on an AED and date and name of the company performing the repairs
 - Dates of routine safety inspections
 - Documentation of required training
 - Completed Maryland Facility AED Report Forms for Cardiac Arrests
 - Mandatory FDA medical products reporting form in the event of an AED malfunction
 - Documentation that sponsoring physician meets state requirements
- d. Report to state officials on the use of the AED
- e. Facilitate required inspection and maintenance of AED units
- f. Complete the college's initial and renewal applications for certification as an AED program participant

3. Departments with AEDs

Each department in possession of an AED shall appoint an individual to serve as the departmental AED coordinator. The duties of the coordinator are as follows:

- Perform and document weekly safety inspections on AEDs located in the department
- Notify the AED Program Director immediately if an AED is missing, damaged, or does not appear ready for use.
- Maintain the following required equipment with the AED at all times
 - 2 sets of defibrillator chest pads
 - Disposable gloves
 - 1 extra battery set, if batteries other than long-life lithium batteries are used
 - Cables (if AED has removable cables)
 - Maryland Facility AED Report Forms for Cardiac Arrests
 - AED in closed intact case with no visible signs of damage
- Maintain the following records on site
 - Guidelines for use
 - Manufacturer's operating instructions
 - Written self-inspection records
 - The identity of the department's responsible person

4. Campus Health and Safety Officer

The college Health and Safety Officer will assist departments and coordinators in managing AEDs on campus, and will implement and enforce this Policy. The duties of the Health and Safety Officer are as follows:

- Conduct spot inspections of AED devices to ensure that inspections and maintenance are conducted in a timely manner and in accordance with written user and service manuals provided by the manufacturer
- Ensure that AED users receive training and refresher training in AED use
- Conduct audits of required documentation and training records

The Health and Safety Officer will first attempt to resolve with the department any failures to comply with this Policy. If unresolved, the Health and Safety Officer will work with the college Risk Management Committee for resolution.

5. Risk Management Committee

The Risk Management Committee oversees the AED program on campus. The AED Program Director will periodically report to the Risk Management Committee on the status of the program, and consult with the Committee on issues related to the program such as equipment needs and locations, training needs, and funding.

IV. LOCATIONS OF AED'S AND LIST OF CORRESPONDING DEPARTMENTAL COORDINATORS

Campus Public Safety Office (main lobby)	Director of Public Safety
Athletics Department Swimming Pool office	Athletic Trainer or designee
Athletics Department Trainer's Office (2)	Athletic Trainer or designee
Athletics Department stable	Athletic Director or designee
FMS Office – main lobby	Director of Public Safety
Student Health and Counseling Center	Director of Student Health Services
Kraushaar Auditorium	Director of Public Safety

Any trained person may use any AED at any location on campus.

V. RESOURCES AND ADDITIONAL INFORMATION

Contact the AED Program Director for additional guidance and information. See <http://www.early-defib.org/index.html> for more information about AEDs.

Approved, March 2008

AED Inspection Report

AED Number/Location_____

Is the AED Present: Y N

Notes:_____

Condition: Good Poor **Notes:**_____

Battery Charged: Y N **Notes:**_____

AED Tested: Y N **Notes:**_____

Results of Test: P F **Notes:**_____

Other Comments:

Inspected By:_____ **Date:**_____