

# 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 AED users who use such devices at an authorized facility, if they are acting in good faith while rendering automated external defibrillation to a person who is a victim or reasonably believed by the individual to be a victim of a sudden cardiac arrest; and the assistance or aid is provided in a reasonably prudent manner. 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. See, Maryland Courts and Judicial Proceedings Article, Section 5-603, Emergency Medical Care.

Individuals who are expected to use AEDs on campus and have been trained to do so include public safety officers, designated health center staff and athletic coaches and trainers. However, any person may use any AED at any location on campus and does not need to be trained to do so.

### III. RESPONSIBILITIES

#### A. AED Program Director

The AED Program Coordinator shall be identified and shall be trained in AED use and CPR. The Coordinator's duties are as follows:

- (1) Implement and administer the AED program
- (2) Ensure that all individuals who are expected to operate an AED have met all training requirements
- (3) 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

(5) Report to state officials on the use of the AED

(6) Facilitate required inspection and maintenance of AED units

(7) Complete the college's initial and renewal applications for certification as an AED program participant

(8) Ensure that a backup battery is maintained in the Office of Public Safety at all times.

#### B. Departments with AEDs

Each department in possession of an AED shall appoint an individual to serve as the departmental AED coordinator if not assigned an inspector from the office of Public Safety. The duties of the departmental coordinator are as follows:

(1) Perform and document monthly safety inspections on AEDs within the department

(2) Notify the AED Program Coordinator immediately if an AED is missing, damaged, or does not appear ready for use

(3) Maintain the following required equipment with the AED at all times:

- 2 sets of defibrillator chest pads
- Disposable gloves
- 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

(4) 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

C. Office of Public Safety

An officer designated by the Director shall perform the following duties:

- (1) Perform or insure that a monthly safety inspection is conducted on all AEDs on campus
- (2) Notify the AED Program Coordinator immediately if an AED is missing, damaged, or does not appear ready for use
- (3) Ensure that the following required equipment is maintained with the AED at all times:
  - 2 sets of defibrillator chest pads
  - Disposable gloves
  - 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

D. Risk Management Committee

The Risk Management Committee oversees the AED program on campus. The AED Program Coordinator 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**

Student Health and Counseling Center	Director of Public Safety designee
Athletics Department Trainer’s Office (2) <ul style="list-style-type: none"><li>• Mobile unit</li><li>• Outside of Room 139</li></ul>	Athletic Trainer or designee
Campus Public Safety Office (main lobby)	Director of Public Safety or designee
Athletics Department Swimming Pool office	Aquatics Director or designee
Athletics Department stables (office)	Athletic Director or designee
FMS – shipping receiving area	Director of FMS or designee
Kraushaar Auditorium – Rosenberg Gallery	Director of Public Safety or designee
Athenaeum	Director of Public Safety or designee
Academic Center at Julia Rogers (Outside Rm 121)	Director of Public Safety or designee

## V. RESOURCES AND ADDITIONAL INFORMATION

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

Approved March 2008

Updated September 2015

Updated July 2018