Automated External Defibrillator (AED) Program

Introduction

An Automatic External Defibrillator (AED) is an easy to use medical device designed to restore normal heart rhythm to cardiac arrest victims by administering an external electric shock to the chest. When used properly, the AED automatically monitors the victim’s heart rhythm and determines whether a shock is needed. They are lightweight, portable, safe and effective.

Early defibrillation greatly increases the chances for survival in adult victims of cardiac arrest and is considered the standard of care in such cases. Anyone whose responsibility it is to respond to sudden cardiac arrest victims should have the necessary training and equipment to defibrillate. Current technology utilized in AEDs has put these goals within reach of the general public.

How to Register the AED in KC

The State of Missouri requires AED owners to register this equipment with the UMKC Campus Police Department.

I. Purpose

This Automated External Defibrillator Program has been developed to:

- Assist individuals on the UMKC Campus requiring emergency medical help which includes the use of an automated external defibrillator (AED), to receive such help from an individual adequately trained in the use of an AED.

- Ensure all buildings in which an AED is located have at least one individual certified in the use of the AED present during normal operational hours.
• Ensure the competency of those designated to administer treatment with an AED is established to limit their liability in accordance with Missouri Revised Statutes, Chapter 190, Emergency Services, Section 190.092.

• Ensure all AED’s located on campus are maintained and tested according to the manufacturer’s operational guidelines as required by Missouri Revised Statutes, Chapter 190, Emergency Services, Section 190.092.

• Ensure all AEDs are appropriately placed and locations adequately marked with easily visible signage.

• Provide for adequate documentation of all training, inspection, maintenance, and usage of AEDs on the UMKC campus.

II. Responsibility

Each School/Department having an AED shall be responsible for:

• Designating an AED Coordinator.

• Purchasing, installing and maintaining the AED(s).

• Coordinating employee training.

• Maintaining records, i.e., maintenance, training, and testing.

• Developing a site specific medical emergency plan.

Each Department AED Coordinator’s shall:

• Register the equipment with Kansas City, Mo. emergency medical services.

• Oversee the placement and maintenance of AED equipment.

• Develop a site specific medical emergency plan.

• Verify and document AED maintenance and testing are being conducted.

• Oversee training of AED program personnel.

• Certify AED return to service after use.
Environmental Health and Safety shall be responsible for:

- Verifying schools/departments are maintaining records of maintenance and testing.
- Maintaining a comprehensive list of AED locations along with the trained AED users.
- Reviewing the AED plan annually.

III. AED Locations

AED’s shall only be installed by the Campus Facilities Management Department in public spaces which are easily accessible and allow for facilitation of periodic inspections. All AED cabinets shall be equipped with support equipment including: two disposable facemasks, two pairs of disposable gloves, extra electrode pads, safety razor, absorbent towels or trauma pads, a pair of scissors, a biohazard bag for infectious waste disposal, an AED incident report form and pen. In locations where children may be in attendance, pediatric-sized electrode pads shall be provided. Only individuals trained in the use of AEDs shall access the AED. Optional AED locations might include:

- Facilities where a high number of visitors may be in attendance (e.g. performance halls, sports arenas, administrative and academic buildings)
- Facilities in which individuals may engage in physical stress activities (e.g. gymnasiums, fitness centers, swimming pools, track facilities)
- Health care facilities.
- UMKC Police Department Vehicles;

IV. Purchase and Installation of AEDs

The School/department is responsible for incurred costs associated with the purchase of the AED. Required signage must mark the location of the AED. Purchasers should contact Campus Facilities Management before purchasing the AED to arrange for installation.

V. Maintenance, Testing and Reporting

Maintenance and testing of all AED units shall be performed in accordance with the manufacturer’s guidelines. AED Weekly Operation and Status Check records for each unit shall
be made available to the Environmental Health and Safety Department as requested for review. Each trained user shall be given a copy of the manufacturer’s maintenance and testing requirements. A copy of the requirements shall also be kept with the AED.

After each use, the designated School/department AED Coordinator shall follow the manufacturer’s guidelines for disinfection of the AED unit and downloading of the incident related information from the device’s data memory before returning the AED to service.

Immediately after use of an AED (or within 24 hours), the user shall complete an AED Post Incident Report and forward a copy to EHS. The incident related information stored in the AED shall be provided to the appropriate medical authorities.

VI. Training

Training shall be provided to each AED user and meet the requirements of by Missouri Revised Statutes, Chapter 190, Emergency Services, Section 190.092. The training shall be provided to employees at least every two years.

At all buildings or in all departments with an AED, a minimum of one trained user shall be on site at all times during normal operating hours. During special events in all buildings where an AED is present, a minimum of one trained user shall be onsite for the duration of the event. It shall be the responsibility of the special event sponsor to arrange for the trained AED user to be onsite. The special event sponsor can provide his or her own trained personnel or can arrange with the building liaison/manager to have a trained AED operator from the building present during the event.

Only people who are trained should operate AEDs or perform CPR. CPR and AED training classes are available through Swinney Recreation Center on an as-available basis, the American Red Cross, or the American Heart Association. For information on CPR or CPR and AED training call:

Swinney Recreation Center______________________________ (816) 252 2712.

American Red Cross__________________________ (816) 931 8400.

American Heart Association__________________________ (913) 648 6727.