

AUTOMATIC EXTERNAL DEFIBRILLATORS

This policy defines the guidelines for placement, maintenance, training, and use of semiautomatic external defibrillators in the School District of Jefferson.

In administering this policy, the District will follow the requirements of state law and will ensure that persons who use the semiautomatic defibrillators are properly trained, equipment receives maintenance in accordance with manufacturer's guidelines, and the nearest emergency medical services program is notified of the type of defibrillators being used, location of the defibrillators, intended usage and who owns them.

The District shall place and maintain three automatic external defibrillators (AED) at Jefferson High School and one AED at each of the elementary schools and middle school. As allowed by law, anyone completing a course approved by the Department of Health and Family Services is allowed to defibrillate using a semiautomatic defibrillator. Courses currently approved are the American Heart Association Heartsaver AED course or American Red Cross for automatic external defibrillators.

If a medical emergency arises on the District grounds or at a District/community event that would require the use of an AED, staff or students who have completed the appropriate training will use the District's AED in accordance with this policy and administrative guidelines.

ADOPTED: July 29, 2002

REVISED: April 9, 2018

LEGAL REF.: Wisconsin Statute: 146.50(8)(g)

CROSS REF.: JHC-R, Emergency Nursing Services Guidelines
JHCAC-R Procedures for Use of Automatic External Defibrillators
JHCAC-E(1-5) Locations of Automatic External Defibrillators

REVIEW DATE: February 11, 2013

PROCEDURES FOR USE OF AUTOMATIC EXTERNAL DEFIBRILLATORS

A. Definitions

1. Automatic External Defibrillators (AED) – The Medtronic Physio Control Corporation model Life Pak 500 model will be put in service by the District. A Cardiac Science Powerheart AED G3 unit will be available to the athletic trainer for use during sporting activities.
2. Pulseless Non-Breather (PNB) – A person who upon examination shows no signs of respiratory or cardiac function.
3. Cardio Pulmonary Resuscitation (CPR) – As defined by the American Heart Association guidelines.

B. Placement of AED

The AED wall units will be stored in a wall cabinet in proximity to a telephone (if available). The portable Cardiac Science unit may be brought outside by the athletic trainer using the waterproof case.

1. At the present time there are two units (Life Pak 500 model) and one Cardiac Science unit placed in the high school building and one at each elementary school and at the middle school.
2. The location of the AED(s) in each of the five school buildings can be found on the maps included in Exhibits 1-5 of this policy.

C. Maintenance of AED's

1. The District shall designate person(s) in each building to conduct regular checks of equipment and supplies of the AED and this person(s) shall follow manufacturer's recommendations for proper maintenance of the unit.

D. Training

1. The District staff who have volunteered to be members of their designated building's Emergency Response Teams.
2. The District will pay for designated personnel's initial and follow-up training that is required.

E. Notification of Use

1. Upon implementation of the District policy on semiautomatic defibrillator use, the Superintendent/School Nurse shall provide written notification to the nearest emergency medical services program on the type of semiautomatic defibrillators used, their location, the intended use of the defibrillators and the owners of the defibrillators.

2. Written public communication regarding District's semiautomatic defibrillator participation will be announced annually.

F. Operation

The AED will be located at the previously specified areas. The units will be stored in a wall cabinet in proximity to a telephone.

1. When an AED is used for defibrillation, it will not be sent to the hospital with the ambulance transporting the patient. The EMS will unplug the electrode cord and then plug it into their unit.
2. Hospital personnel will download computer data from the unit at the hospital and generate a report (if capable). A copy of the report will be attached to the District accident report.
3. The person responsible for maintaining the unit will restock and replace the unit to ensure it is prepared for the next use.
4. Upon assessing a medical emergency at a school or school/community event, the operational sequence for the AED will be:
 - a. Activate Emergency Response Team (if during normal school hours) and follow the Emergency procedures as stated in the guidelines contained in Policy JHC-R, as well as the operational sequence listed below.
 - b. School/community events (outside of normal school hours) will adhere to the following operational sequence:
 - i. Assess responsiveness. Tap shoulders and shout, "Are you okay?"
 - ii. First rescuer begins CPR.
 - iii. Someone is sent to call 9-1-1; inform operator that someone is in cardiac arrest; give name, location of victim, location of doorway for EMS to enter facility. Have a designated person wait at appropriate entry and help lead the EMS personnel to the victim.
 - iv. A second rescuer trained to use an AED should retrieve the closest AED unit.
 - v. The AED may be used on persons over one year of age. Determine whether pediatric or adult pads are to be used. Pediatric pads are used on victims who have not yet reached puberty. Adult pads are used on anyone who has gone through or is going through puberty.
 - vi. The second rescuer sets up and places pads on victim while first rescuer is performing CPR. The second rescuer will turn on the AED. Both rescuers will follow the AED prompts.
 - vii. Upon arrival of the EMS, the victim's care will be transferred to those personnel. EMS personnel are to be briefed on actions taken prior to their arrival.
 - viii. Do not send District's AED with EMS. EMS will disconnect electrodes from District AED and reconnect with EMS AED for transport of victim to hospital.
 - ix. Anyone using the District's AED will complete a District accident report.

G. After Use of AED

1. A Critical Incident Debriefing session will be held within 48 hours for all initial responders. Contact School Health services 675-1094.
2. The program Medical Director shall be notified of AED use.
 - a. Complete follow-up report if deemed necessary by Medical director.
 - b. Arrange for quality improvement review.
3. The AED will be checked and put back into readiness state
 - a. Remove data card and label with victim data. Deliver to School Health Services.
 - b. Replace data card.
 - c. Restock AED if needed according to manufacturer recommendations.
 - d. Document readiness of the AED unit.

H. AED Inventory

1. Readiness status will be assured by daily checks (see AED Readiness Inventory).
2. Readiness status will be assured following any AED use.

I. Exemption from Liability

Neither the properly trained care provider, owner, nor provider of the semiautomatic defibrillators or the trainers of their use will be held civilly liable for their acts or omissions in rendering good faith emergency care to someone who appears to be in cardiac arrest (with the exception of health care professionals per state law).

J. Facility Use

Any group using any of the school district buildings will be given an AED information sheet. This information sheet will include the following information:

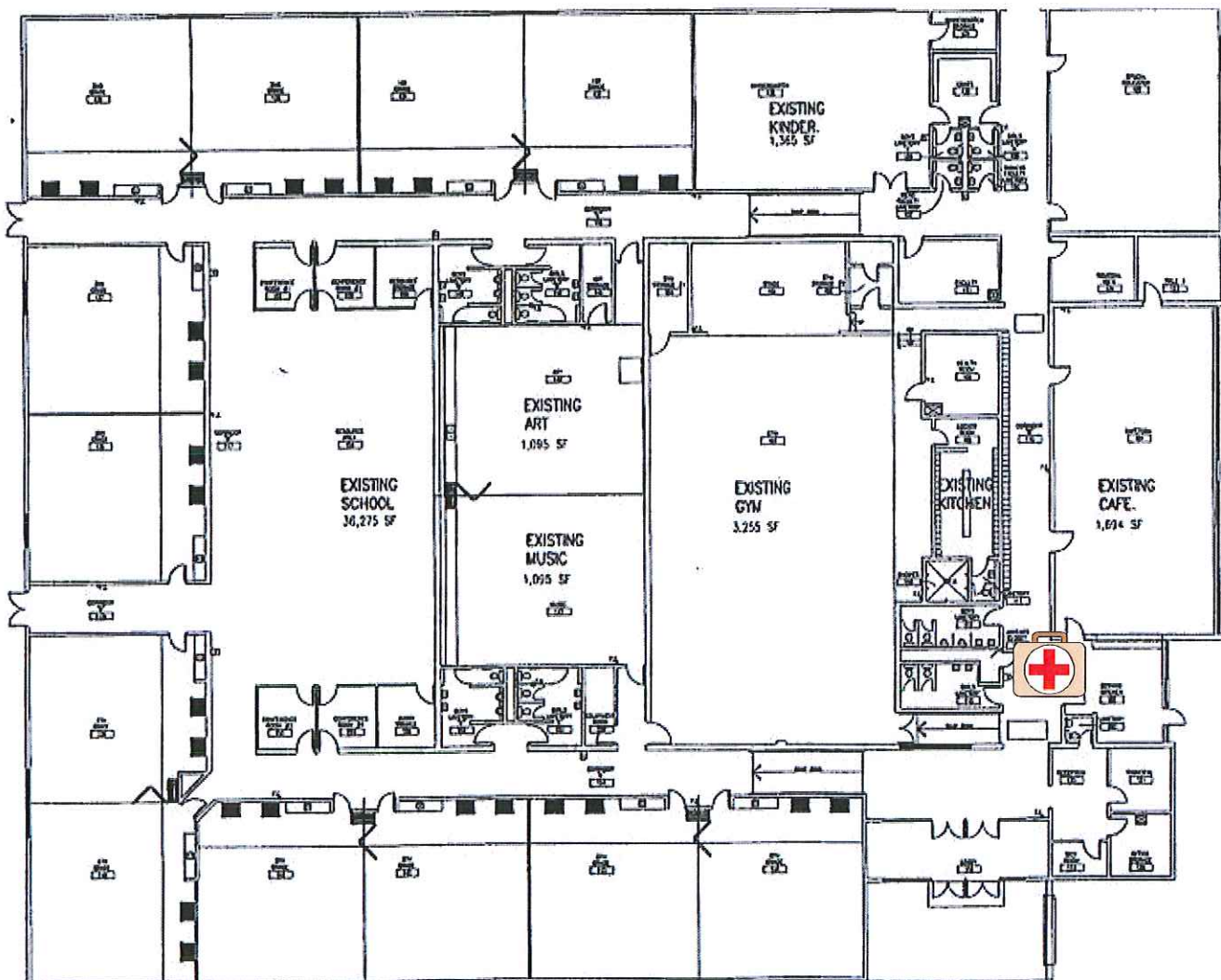
1. Where the AED unit(s) is/are stored.
2. Groups are encouraged to seek training on the AED through a public training session.
3. Any person who has used the AED unit will be instructed to contact the school health office at 675-1094 as soon as possible following the incident.

4/9/18

Sullivan Elementary School

618 Bakertown Road
Sullivan, WI 53178

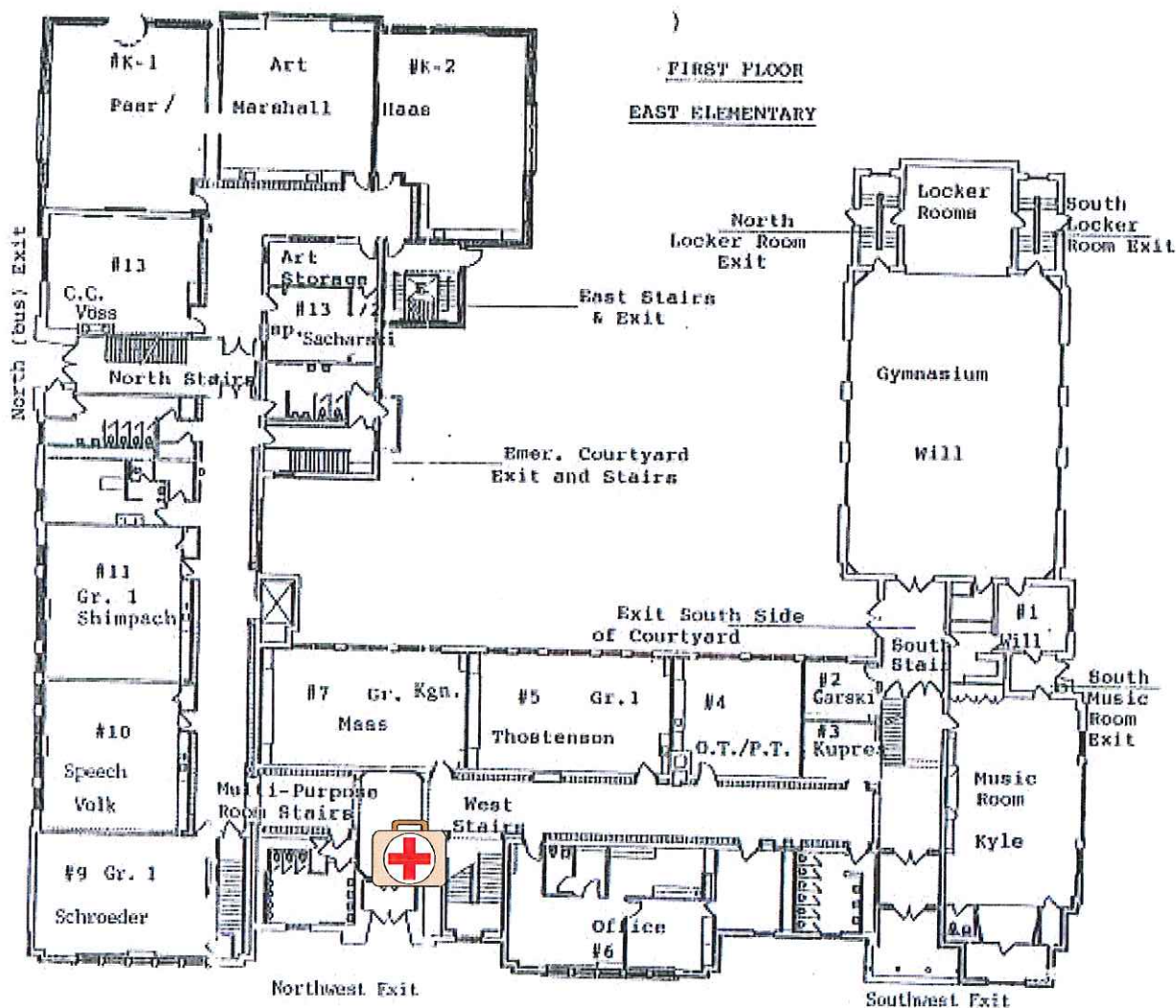
LOCATION OF AUTOMATIC EXTERNAL DEFIBRILLATOR



East Elementary School

120 S. Sanborn Avenue
Jefferson, WI 53549

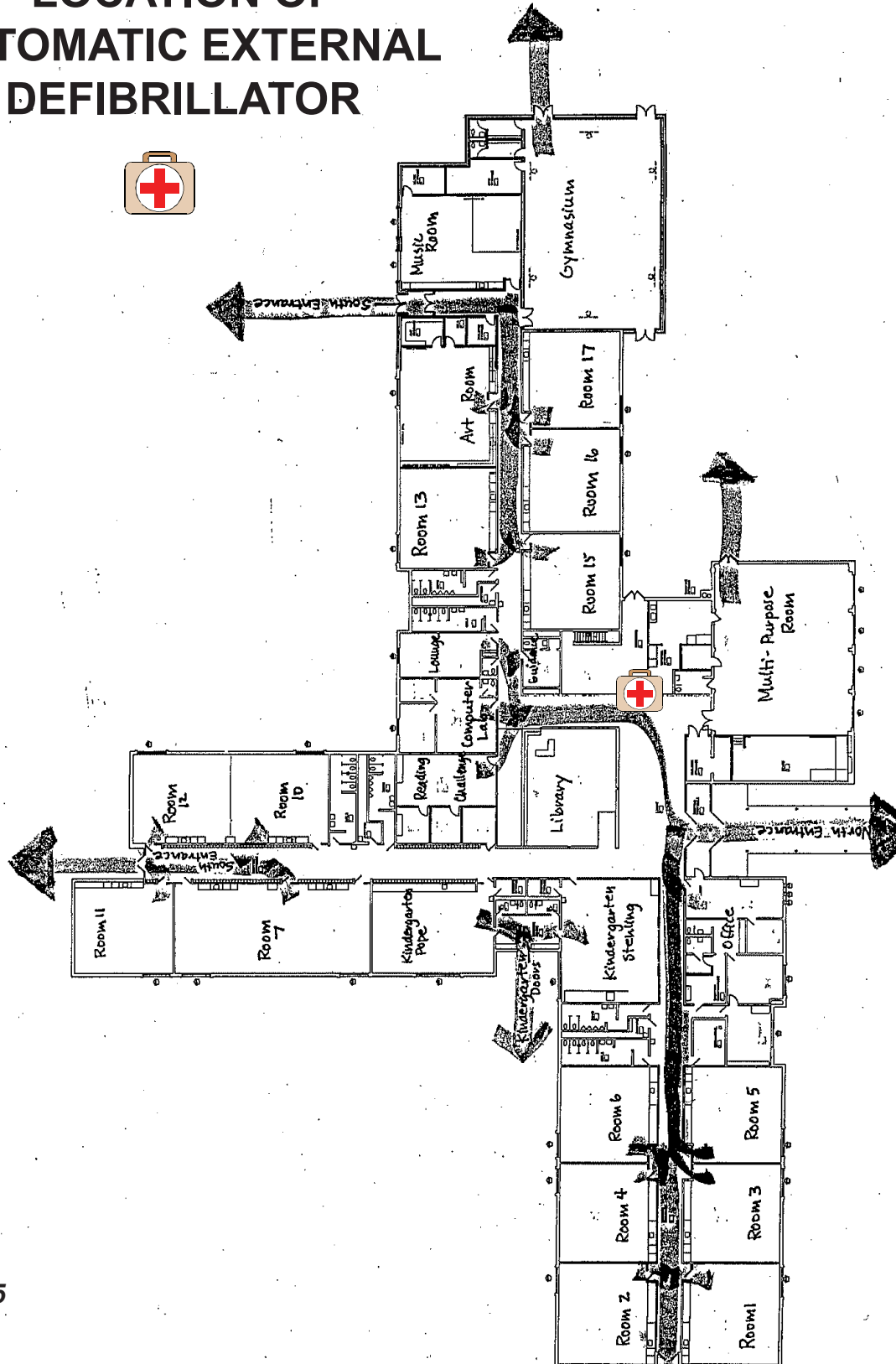
LOCATION OF AUTOMATIC EXTERNAL DEFIBRILLATOR



West Elementary School

900 W. Milwaukee Street
Jefferson, WI 53549

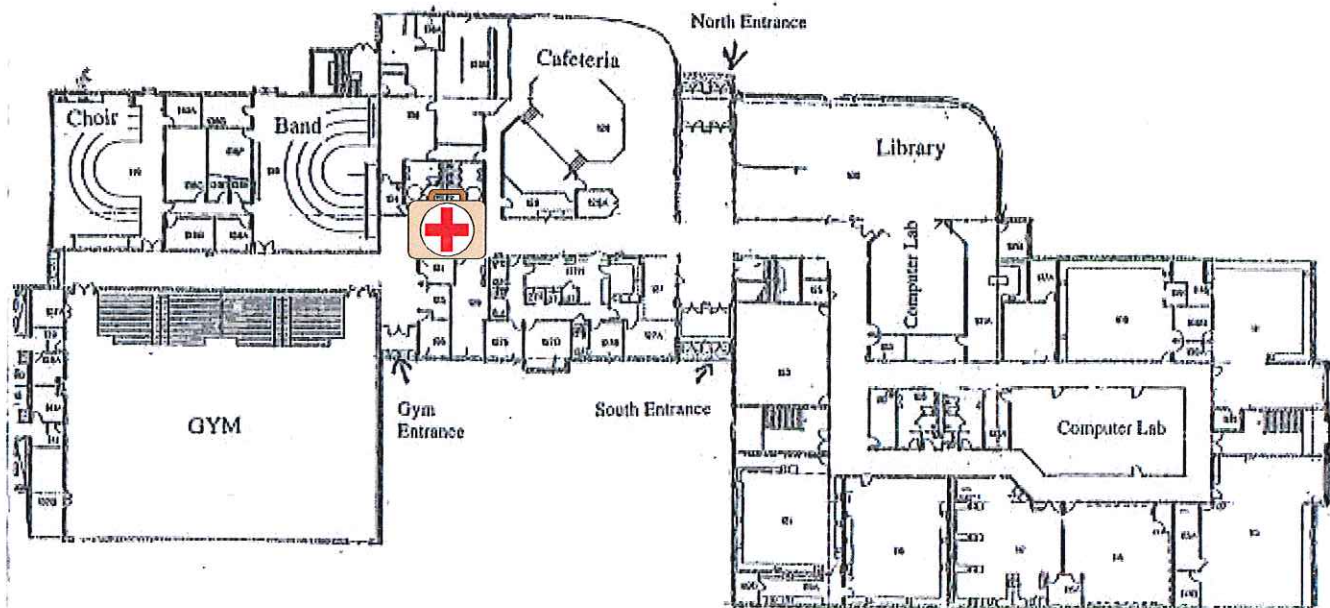
LOCATION OF AUTOMATIC EXTERNAL DEFIBRILLATOR



Jefferson Middle School

501 S. Taft Avenue
Jefferson, WI 53549

LOCATION OF AUTOMATIC EXTERNAL DEFIBRILLATOR



Jefferson High School
700 W. Milwaukee Street,
Jefferson, WI 53549

**LOCATION OF AUTOMATIC
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