

	<b>Hampton-Valley Forge Vol. Fire Dept. Standard Operating Guidelines</b>	
	Subject Automatic External Defibrillator Standard	SOG # 2-01
	Approved: Fire Chief Chris Isaacs	Initiated 01/01/2019  Revised 01/01/2019

The AED program will be under the guidance and direction of the Carter County EMS

I. AED PROGRAM OUTLINE AND TRAINING

Carter County EMS will be responsible for coordinating the training for the Automatic External Defibrillation Program (AED). The Carter County EMS Medical Director will oversee all phases of the AED Program. The Medical Director for EMS will approve and review the training program, instructors, applicants and required refresher training.

II. AED PROGRAM MANUAL

The AED Program Manual reflects the current knowledge necessary for the proper use of the automatic external defibrillator in the pre-hospital environment. This program covers training, medical control, cardiac anatomy, use of the automatic external defibrillator, the standard operating procedures (SOP's) for the AED and the AED incident analysis. The training program is based on material contained in this manual and all exam questions are taken from the program manual.

III. MEDICAL CONTROL AND MEDICAL ADVISOR RESPONSIBILITIES

Upon arrival of an ambulance or ALS unit, the AED provider will give a complete report to the EMT, CRT or EMT-P assuming patient care responsibilities. Consultation with Medical Control will, in this case, be the responsibility of the CRT or EMT-P. An AED or ALS provider is required to accompany the patient at all times. The on-line medical control physician is responsible for all patients treated with defibrillation therapy in the field. A consult **MUST** be obtained on any patient treated with an AED. Care provided by the AED provider to a cardiac arrest patient must be in accordance with the program guidelines and reviewed case by case by the ALS Medical Director or his delegate. Field communication delays are inevitable and attempting to contact Medical Control is time consuming and may actually delay treatment to patients in cardiac arrest. Therefore, the SOP for AED defibrillation gives explicit authority to approved AED providers to perform pre-hospital defibrillation, when appropriate, without first contacting Medical Control.

Three (3) key elements in the Medical Director's review process are: the AED unit cassette tape, the print-out and the MAIS report. The AED unit cassette tape, print-out and the MAIS report **MUST** be submitted to the Carter County EMS within 48 hours of the call. The records will be reviewed in a timely manner by the Medical Director (or his delegate). Relevant feedback will be provided to the responsible AED provider through the AED Program Coordinator.

The Medical Director is responsible for the following:

1. Approval or revision of the SOP's for defibrillation. The AED algorithm and the AED incident analysis form.
2. Develop new AED policies and procedures or revise existing policies/procedures.
3. Authorize or supervise all AED training courses.
4. Revocation of approval to function for any AED provider felt to be unable to perform adequately.

#### IV. STATION MANAGER REQUIREMENTS AND RESPONSIBILITIES

Must appoint one (1) AED Coordinator. The AED Station Coordinator must be an active member of the participating station.

AED Coordinator has the following responsibilities:

1. Assure that the AED is available, stocked and functional at all times.
2. Conduct AED review sessions every six (6) months to keep personnel familiar with AED operations. Keep on file copies of attendance rosters and report problems encountered to the AED Program Coordinator.
3. The completion and filing of the station's weekly AED checklist
4. Make the Chief aware of any problems that arise and Make recommendations for resolution.

#### V. AED PROVIDER RESPONSIBILITIES AND REQUIREMENTS

Carter County EMS will offer the AED Training Course to any individual who meets the following criteria:

1. Is an active member in good standing of his/her sponsoring company?
2. Has a current valid CPR card.

The following requirements must be met in order to become AED certified:

1. Must satisfy the above prerequisites.
2. Must apply for attend a minimum of four (4) hours AED Training course.
3. Must successfully complete the AED written exam.
4. Must successfully complete all the AED skill stations.
5. Must satisfy an AED training instructor and the Medical Director or the AED Program Coordinator of adequacy in all of the following:

- a. understands the course material (AED Program manual)
- b. rapid patient assessment and performance of basic CPR
- c. understanding of the SOP for defibrillation
- d. performance of defibrillation and safety considerations
- e. understanding the importance of proper patient care documentation

## VI. REFRESHER TRAINING

Refresher training must be performed on a yearly basis and will be the same as the initial training course. The written exam and the skill stations must be successfully completed. Refresher training is valid for a period of one (1) year.

## VII. KNOWLEDGE AND SKILLS OBJECTIVES

At completion of the AED course the student will:

- 1. Be able to identify the four (4) most common causes of cardiac arrest.
- 2. Be able to identify the important physiological effects of effective CPR.
- 3. Be able to define the Chain of Survival.
- 4. Have knowledge of the electrical therapy used in treating cardiac arrest.
- 5. Be able to describe the difference between manual and automatic external defibrillation.
- 6. Have a thorough working knowledge of the components of the AED.
- 7. Have a thorough working knowledge of the AED SOP and be able to recall all steps from memory.
- 8. Identify the chain of authority for the use of an AED in Carter County.
- 9. Have an understanding of the required documentation established for the AED program.
- 10. Be able to successfully complete a written and practical examination on the use of the AED.

## VIII. MAINTENANCE

- 1. AED batteries - Replace batteries as needed.
- 2. Restocking electrodes.
- 3. Cleaning of the unit cables and case (mild soap with water and brush - **Do not allow any liquid to enter the unit**).