

Public Access Defibrillation/AED Program Implementation Guide

There are 4 key elements to establishing a Public Access Defibrillation program.

These include:

- Having designated rescuers trained in CPR and in how to use an automated external defibrillator (AED)
- Having a physician to provide medical oversight and direction
- Integrating your program with the local emergency medical services (EMS) system
- Using and maintaining the AED(s) according to the manufacturers specifications

Steps:

1. **Gain consensus**

Within your company or organization begin to identify the key decision makers and arrange a meeting to gain support. The American Heart Association or your local EMS Agency can assist you with presentation materials.

2. **Review the law and regulations**

Review Federal, State and local laws and regulations regarding Public Access Defibrillation program requirements. Consult your local Emergency Medical Services (EMS) Agency
The California laws and regulations that pertain to AEDs are Title 22, and AB 658.

3. **Consult your local Emergency Medical Services (EMS) Agency**

The local EMS Agency can provide you with information regarding training, purchasing AEDs, medical direction and laws and regulations.

4. **Identify your response team**

Identify who would be most likely to respond in an emergency – this will help determine how and where AEDs are mounted or stored.

5. **Select equipment and vendor**

Some considerations in selecting the AED may include: Reputation of the AED manufacturer for the product's quality and customer service, compatibility with the equipment used in the local EMS system, and ease of operation of the AED.

6. **Design Policies and Procedures**

These may include:

- Who manages the AED program
- When the AED should be used, when it should not be used
- Training required to use the AED
- Locations of AEDs and other equipment (such as gloves and pocket mask for CPR)
- Notification process for internal AED responders and external emergency medical services responders

- Maintenance schedule for equipment
- Training and refresher training policies

7. **Determine the quantity and location for AEDs**

The American Heart Association recommends defibrillation in less than 3 to 5 minutes, ideally in less than 3 minutes. When determining the quantity and location for AEDs, use this 3 minute response time as a guideline.

8. **Develop a budget**

Consider costs related to equipment, training and promotion of your program

9. **Purchase and deploy AEDs and other supplies**

10. **Required notification**

Once your AED(s) is/are purchased and training is complete notification of the local EMS Agency as to the location of the AED is required by regulation.

In Contra Costa County register your AED on our website: cccems.org

Use of the AED is to be reported to the EMS Agency as well – form available on website

11. **Promote your program**

Everyone within your organization needs to know about the program. They should know how to respond if they witness a sudden cardiac arrest. Start all meetings with “housekeeping” letting all who are attending know that you have an AED and where it is located.

Check with your community leaders. If they are seeking *HeartSafe* Community designation your AED will give them “heartbeats” to be used toward designation.

