
BILLERICA

HOUSING AUTHORITY

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BILLERICA HOUSING AUTHORITY AUTOMATIC EXTERNAL DEFIBRILLATOR POLICIES AND PROCEDURES

SUBJECT: AUTOMATIC EXTERNAL DEFIBRILLATOR (AED)

PURPOSE:

To provide guidance in the management of administration of the Automatic External Defibrillator (AED) Program.

Sudden Cardiac Arrest (SCA) is a condition that occurs when the electrical impulses of the human heart malfunction causing a disturbance in the heart's electrical rhythm called ventricular fibrillation (VF). This erratic and ineffective electrical heart rhythm causes complete cessation of the heart's normal function of pumping blood resulting in sudden death. The most effective treatment for this condition is the administration of an electrical current to the heart by a defibrillator, delivered within a short time of the onset of VF.

An AED is used to treat victims who experience SCA. It is only to be used when victims have no response, no breathing and no pulse. The AED will analyze the heart rhythm and advise the operator if a shockable rhythm is detected. If a shockable rhythm is detected, the AED will charge to the appropriate energy level and advise the operator to deliver the shock.

There is one AED in the Common Room at each property (Talbot Apartments, 13 River Street, and 16 River Street).

PROCEDURES:

A. Location of the AED:

The AED will be located in the Common Room at each Billerica Housing Authority housing complex (Talbot Apartments, 13 River Street, and 16 River Street). The AED will be housed in an alarm-fitted, unlocked wall cabinet.

B. Maintenance:

1. AED maintenance and testing will be conducted in accordance with the requirements of the AED manufacturer.
2. There will be bi-annual check to confirm that the AED accessories are intact, and that the electrodes and batteries have not expired. This will be performed by the vendor, Life Support Systems.
6. After each use, the AED must be inspected, cleaned and electrodes replaced if needed. The Executive Director must be immediately notified after any AED use. An Event Summary will be completed by the Executive Director. The Executive Director will notify Life Support Systems of the AED's use so the unit can be serviced as required.

C. Post-event

1. Immediately notify the BHA Executive Director of the use or attempted use of the AED as the Executive Director must complete the Event Summary form
2. The Executive Director will notify the vendor of an incident and the vendor will respond within one hour of notification to service the AED.
3. The Executive Director will notify Billerica EMT of the event.

USING THE AED

- Turn the power ON
- Bare and prepare chest for AED use.
- Attach the AED to the victim
(picture guides on each pad)
- Stop CPR while the AED device
analyzes the heart rhythm
- Follow the machine prompts for
further action. If a shock is
indicated, be sure all rescuers are
"clear" before the shock is
administered.
- As soon as the AED gives the shock,
begin CPR starting with chest
compressions.
- After 2 minutes of CPR, the AED will
prompt you again.
- Upon arrival, EMS shall take charge
of the victim.

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EVENT SUMMARY FORM

DATE: _____ **TIME:** _____

NAME: _____ **BIRTHDATE:** _____

ADDRESS: _____

LOCATION OF EVENT _____

BUILDING OF EVENT _____

EVENT DESCRIPTION :

OBSERVATION:

RESPONSE:

DISPOSITION: