



Automated External Defibrillators

Purpose

The purpose of this policy is to outline the procedures for the acquisition, use, training, and maintenance of automated external defibrillators (AEDs) at Winston Salem State University. Experience indicates that AEDs can increase the survival for patients who suffer a sudden cardiac arrest, if used in conjunction with trained personnel in the emergency management system, as well as a well-equipped first responder force. It is the further intent of this plan to assure University compliance with State of North Carolina laws, State of North Carolina Office of State Human Resources guidelines, and the American Heart Association's Public Access Defibrillation Programs.

Procedures

This policy will designate various locations within the University where AEDs will be located as well as indicating responsible parties which will ensure the training and maintenance of the same. When new buildings are added, the University Emergency Management Director and/or the University EHS Director shall make a determination regarding the necessity of additional AEDs for newly added areas. In accordance with North Carolina State law, the University shall adhere to guidance governing AED regulations provided by the UNC General Administration and the Office of Emergency Medical Services.

To help avert the loss of life of all persons on the WSSU campus, it has been determined by senior leadership that AED's will be placed in the following areas:

All University buildings where employees are assigned to work

All University residence halls

All University police patrol vehicles **

The University shall acquire AEDs for use in individual buildings and University owned patrol vehicles. All acquisitions shall be made in conjunction with a contracted vendor licensed to operate in the State of North Carolina. Upon acquisition and placement in designated locations within the University, AED's shall be registered with the Forsyth County Medical Director or the Director of Emergency Services.

Inspections and Training

In areas where AEDs are located, these devices must be inspected monthly. This inspection shall adhere to the requirements established by current State of North Carolina laws and statutes and will be performed and documented by the servicing vendor. A copy of such inspections shall be maintained by the vendor and provided to the University on a quarterly basis or upon request. The building coordinator or his/her designee shall perform a visual inspection once monthly. Any problems identified during a visual inspection shall be reported by email to the University Emergency Management Director and the University Environmental Health & Safety Director. The inspection will include a visual check of the device in the cabinet. Additionally, the servicing vendor shall provide primary oversight for the maintenance and servicing of the devices on a regular basis in accordance with State of North Carolina requirements. This vendor shall provide the necessary training for these devices to affected personnel at designated periods. AED units in first responder vehicles shall be inspected monthly by the vendor.

Use

In an emergency, University personnel shall call the University campus police at 336-750-2911, which will allow them to initiate the emergency response protocol. Persons not trained in AED use are not expected to use AEDs in an emergency. However, AEDs on hand are outfitted with voice instructions that will talk a potential user through the procedures. In accordance with the North Carolina General Statute 90-21.14, any non-licensed medical or health care professional is exempt from civil liability related to the use of an AED device to save a life.

Following Use

Within 24 hours following the use of any AED, the building coordinator shall notify the Department Chair of the building where the device is located, the University Emergency Management Director, and the University EHS Director.

Administration

A master list of all University AEDs, which includes the corresponding model and unit serial number, shall be maintained at the Campus Police Dispatch Center. In accordance with NC State Law, the University shall develop and maintain a Medical Emergency Response Plan that communicates a plan for identifying a designated person in each building responsible for visual inspections of AED units and coordinated and practiced emergency plans. This plan shall be a part of the overall University Emergency Operations Plan. This plan shall be designed and directed as deemed appropriate by the University Emergency Management Director.

Effective date: This policy becomes effective upon approval.

Debra B. Miller, Chairman

WSSU Board of Trustees

Vivian H. Burke, Secretary

WSSU Board of Trustees

