



## PUBLIC SAFETY AUTOMATIC EXTERNAL DEFIBRILLATION (AED) PROGRAMS

APPROVED: \_\_\_\_\_  
EMS Medical Director

\_\_\_\_\_  
EMS Administrator

1. Public Safety AED Service Provider  
A Public Safety Agency that meets the specifications for AED in Title 22 (see attached) and this policy shall be approved as a Public Safety AED Provider by the EMS Agency if it can demonstrate the following:
  - 1.1 Makes an application to the Local EMS Agency that providing evidence that it meets the requirements of this policy and Title 22.
  - 1.2 Identifies an individual who will function as the AED Coordinator and have responsibility for the AED program.
  - 1.3 Ensures that AED authorized personnel are properly trained in accordance with this policy and with the requirements of Title 22.
  - 1.4 Provides an orientation to all AED authorized personnel.
  - 1.5 Ensures that AED instructors are certified AED/CPR instructors by the American Heart Association or American Red Cross.
  - 1.6 Identify additional individuals (skills instructors) who will work with AED personnel to assist them in maintaining continual AED proficiency. These individuals shall:
    - 1.6.1 Demonstrate AED and CPR in a minimum of three scenarios to the satisfaction of the AED Instructor.
    - 1.6.2 Be observed teaching an AED skills station to the satisfaction of the AED Instructor.
    - 1.6.3 Perform at least 3 AED skills reviews on an annual basis.
  - 1.7 Provides the EMS Agency with number, type, and locations of AEDs.
  - 1.8 Ensures maintenance of AED equipment in accordance with manufacturer's instructions and keeps written records of all maintenance checks and service.
  - 1.9 Reports complete information to the EMS Agency for each incident in which an AED is used on a patient using the County form (see attached) within 48 hours.
2. AED Training

- 2.1 Initial AED Training shall consist of no less than four (4) hours and shall include the following topics and skills:
  - 2.1.1 Proper use, maintenance and periodic inspection of the AED
  - 2.1.2 The importance of CPR, defibrillation, advanced life support, and adequate airway care.
  - 2.1.3 Overview of the local EMS system including 9-1-1 access, interaction with fire service and ambulance personnel, required local medical record keeping.
  - 2.1.4 Assessment of the unconscious patient, to include evaluation of airway, breathing, and circulation to determine cardiac arrest.
  - 2.1.5 Safety precautions to administer a shock without jeopardizing the safety of the patient or rescuers or other nearby persons.
  - 2.1.6 Recognition that an electrical shock has been delivered to the patient and that the defibrillator is no longer charged.
  - 2.1.7 Rapid, accurate assessment of the patient's post-shock status.
  - 2.1.8 The appropriate continuation of care following a successful defibrillation.
- 2.2 Testing - In order to be authorized to use the AED, public safety personnel will pass a written and skills test which tests the ability to assess and manage patients related to 2.1 above and which has been approved by the local American Heart Association, American Red Cross, or Local EMS Agency.
- 2.3 Retraining
  - 2.3.1 AED retraining shall occur every two years and may be combined with CPR training at no less than four (4) hours.
  - 2.3.1 Periodic AED skills practice is strongly encouraged.
3. Documentation – all documentation listed below shall be available to the Local EMS agency upon request.
  - 3.1 Complete an AED report and submit it to the EMS agency after each application of the AED with in 48 hours (see attached). These reports will contain the following information:
    - 3.1.1 The name of the Public Service Agency.
    - 3.1.2 The date and time of the incident
    - 3.1.3 The location of the incident
    - 3.1.4 The name of the person applying the AED
    - 3.1.5 If the event was witnessed and by whom.
    - 3.1.6 Whether CPR was applied by bystanders prior to the incident
    - 3.1.7 If an AED shock was delivered, and if so how many times.
    - 3.1.8 Agency to whom care was transferred

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3.1.9 A sample form is attached

- 3.2 Other records to be maintained by the AED Provider include:
- 3.2.1 A current listing of all its authorized AED instructors and evidence of their certification as an AED/CPR instructor by the American Health Association or American Red Cross.
  - 3.2.2 A current listing of all its authorized AED personnel including AED training records.
  - 3.2.3 A list of all AED equipment and their locations.
  - 3.2.4 A record of ongoing maintenance and periodic inspection of the AED equipment according to the manufacturer's recommendations.
  - 3.2.5 Documentation that the AED is checked for readiness after each use and at least once every 30 days if the AED has not been used in the preceding 30 days.
  - 3.2.6 Documentation of each use of the AED by an individual.
  - 3.2.7 Documentation for AED personnel.
  - 3.2.8 Documentation of initial training for all AED providers to include the Primary Instructor, date and location of accreditation.
  - 3.2.9 A current list of all AED instructors and skills instructors
  - 3.2.10 Records of all AED training.
  - 3.2.11 Documentation of the review and policy for storage of all records related to use of the AED.

**Public Safety  
Automatic External Defibrillation (AED) Report**

**This form is completed everytime a Public Safety Agency applies an AED to a patient. FAX it to the San Mateo County EMS Agency within 24 hours (650) 573-2029.**

**Public Safety Agency:** \_\_\_\_\_

**Date of Incident:** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Time of Incident:** \_\_\_\_\_

**Location of Incident:** \_\_\_\_\_

**Name of Person Applying AED:** \_\_\_\_\_

**Was the cardiac arrest witnessed by anyone? Yes ( ) No ( )**

**Who witnessed (e.g. bystander, police officer)?** \_\_\_\_\_

\_\_\_\_\_  
**Was CPR started prior to AED? Yes ( ) No ( )**

**Who started CPR? Officer ( ) Bystander ( ) Other ( )**

**Did AED deliver a shock? Yes ( ) No ( )**

**If so, how many times did the machine deliver a shock?** \_\_\_\_\_

**Patient care turned over to: Fire Vehicle#** \_\_\_\_\_

**Ambulance#** \_\_\_\_\_

**Person Completing this Form:** \_\_\_\_\_

**Agency:** \_\_\_\_\_

**California Code of Regulations**  
**Title 22. Social Security**  
**Division 9. Prehospital Emergency Medical Services**  
**Chapter 1.5. First Aid Standards for Public Safety Personnel**

**Applicable Sections for AED**

**Article 1. Definitions**

**§ 100005. Automated External Defibrillator or AED.**

“Automated External Defibrillator or AED” means an external defibrillator capable of cardiac rhythm analysis which will charge and deliver a shock either automatically or by user interaction after electronically detecting and assessing ventricular fibrillation or rapid ventricular tachycardia.

Note: Authority cited: Section 1797.107, Health and Safety Code. Reference: Sections 1797.52, 1797.182 and 1797.183, Health and Safety Code; and Section 13518, Penal Code. 10

**§ 100006. Public Safety AED Service Provider**

“Public Safety AED Service Provider” means an agency, or organization which is responsible for, and is approved to operate, an AED.

NOTE: Authority cited: Section 1797.107, 1797.182 and 1797.183, Health and Safety Code. Reference: Sections 1797.182 and 1797.183, Health and Safety Code and Section 13518, Penal Code.

**§ 100020. Optional Skill.** (a) In addition to the activities authorized by Section 100019 of this Chapter, public safety personnel may perform AED when authorized by a public safety AED service provider.

(1) Training for the AED shall consist of not less than four (4) hours and shall include the following topics and skills:

(A) Proper use, maintenance and periodic inspection of the AED.

(B) The importance of cardiopulmonary resuscitation (CPR), defibrillation, advanced life support (ALS), adequate airway care, and internal emergency response system, if applicable.

(C) Overview of the EMS system, the local EMS system’s medical control policies, 9-1-1 access, and interaction with EMS personnel.

(D) Assessment of an unconscious patient, to include evaluation of airway, breathing, and circulation to determine cardiac arrest.

(E) Information relating to AED safety precautions to enable the individual to administer a shock without jeopardizing the safety of the patient or rescuers or other nearby persons.

(F) Recognition that an electrical shock has been delivered to the patient and that the defibrillator is no longer charged.

(G) Rapid, accurate assessment of the patient’s post-shock status.

(H) The appropriate continuation of care following a successful defibrillation.

(b) In order to be authorized to utilize the defibrillator, an individual shall pass a written and skills examination with a pre-established standard, which tests the ability to assess and manage the specified conditions listed in subsection (a) of this section.

(c) A local EMS agency that approves public safety AED service providers shall:

(1) Approve and monitor training programs including refresher training within its jurisdiction to assure compliance with this Chapter.

(2) Approve the written and skills exam required for AED training course completion.

(3) Develop policies and procedures for approval of AED instructors by the local EMS agency medical director. To be authorized to instruct public safety personnel in the use of an AED, an AED instructor shall either:

(A) Complete an American Red Cross or American Heart Association recognized instructor course (or equivalent) including instruction and training in the use of an AED, or

(B) Be approved by the local EMS agency director and meet the following requirements:

1. Be AED accredited or able to show competency in the proper utilization of an AED, and

2. Be able to demonstrate competency in adult teaching methodologies.

(4) Establish policies and procedures for medical control pursuant to Section 1798 of the Health and Safety Code.

(5) Establish policies and procedures for the approval and designation of public safety AED service provider(s) which will include requirements that public safety AED service providers have policies and procedures, approved by the local EMS agency medical director, to

(A) provide orientation of AED accredited personnel to the AED,

(B) ensure continued competency of AED accredited personnel, and

(C) collect and report data to the local EMS agency, pursuant to Section 100021.

(6) Establish policies and procedures to collect, maintain and evaluate patient care records.

(7) Report annually to the EMS Authority on:

(A) The total number of patients, defibrillated; , who were discharged from the hospital alive, and

(B) The data collected by public safety AED service providers pursuant to Section 100021 of this chapter.

Note: Authority cited: Section 1797.107, Health and Safety Code. Reference: Sections 1797.52, 1797.58, 1797.74, 1797.90, 1797.175, 1797.176, 1797.182, 1797.183, 1798, 1798.2, 1798.4, 5 1798.100, 1798.102 and 1797.104, Health and Safety Code; and Section 13518, Penal Code.

### **§Section 100021. Public Safety AED Service Provider**

A public safety AED service provider is an agency or organization that employs individuals as defined in Section 100015, and who obtain AEDs for the purpose of providing AED services to the general public.

(a) A public safety AED service provider shall be approved by the local EMS agency, or in the case of state or federal agencies, the EMS Authority, prior to beginning service. In order to receive and maintain AED service provider approval, a public safety AED service provider shall ensure compliance with the requirements of this Chapter. 15

(b) Public safety AED service provider approval may be revoked or suspended for failure to maintain the requirements of this section.

(c) A public safety AED service provider applicant shall be approved if they meet and provide the following:

(1) Provide orientation of AED authorized personnel to the AED;

(2) Ensure maintenance of AED equipment;

(3) Ensure initial training and continued competency of AED authorized personnel;

(4) Collect and report to the local EMS agency where the defibrillation occurred, as required by the local EMS agency but no less than annually, data that includes, but is not limited to:

(A) The number of patients with sudden cardiac arrest receiving CPR prior to arrival of emergency medical care.

(B) The total number of patients on whom defibrillatory shocks were administered, witnessed (seen or heard) and not witnessed; and

(C) The number of these persons who suffered a witnessed cardiac arrest whose initial monitored rhythm was ventricular tachycardia or ventricular fibrillation..

(5) Authorize personnel and maintain a listing of all public safety AED service provider authorized personnel and provide upon request to the local EMS agency or the EMS Authority.

(c) An approved public safety AED service provider and their authorized personnel shall be recognized statewide.

NOTE: Authority cited: Section 1797.107, 1797.182 and 1797.183, Health and Safety Code.

Reference: Sections 1797.182 and 1797.183, Health and Safety Code and Section 13518, Penal Code.