**EHS AED Policy**

**Purpose**

To establish regulations for Automated External Defibrillator or AED.

**Definitions**

**AED User:** A person who is currently preparing to use or using an AED within the immediate future or presently.

**Automated External Defibrillator (AED):** An automated defibrillator (AED) is a device which is used to treat victims who experience sudden cardiac arrest. The AED will analyze the heart rhythm and advise the operator if a shockable or abnormal heart rhythm is detected. This shock’s purpose is to return the heart rhythm to a normal heart rhythm.

**Lockable Door:** A (room) door that requires a physical key or keycard access to unlock the door. This status does not change regardless of whether or not the door is locked; it is only defined by the presence of the described lock.

**Patient:** Someone in need of medical assistance and a possible need of CPR or AED.

**AED Program Information**

**Environmental Health and Safety (EHS)**

501 E Pine Knoll Drive

Facility Services – 77, Room 200

Flagstaff, AZ 86011

nauehs@nau.edu

PO Box 4137 Flagstaff, AZ 86011-4137

Contact EHS for locations of AED or download NAU safe app from the NAU emergency management page (https://in.nau.edu/emergency-management/alert), for an online map. EHS is responsible for maintenance and record keeping of AEDs on NAU campuses. If you would like any information regarding the maintenance and record keeping of the AEDs, please contact EHS.

**AED Use Instructions (Quoted from American Red Cross)**

Use of campus AEDs is considered voluntary for any employee who does not have emergency assistance or first aid as a primary job duty. Most staff are not obligated to provide CPR or AED services and their decision to do so if covered by the Arizona Good Samaritan laws.

AED should be used when a patient is in cardiac arrest, and CPR should be performed until an AED delivers a shock, and after the AED has been used. Prior to use, an AED user should confirm if the patient is breathing or not, and if they can find a pulse on the patient. AEDs should only be used if no pulse or an irregular pulse are detected. Also use an AED if advised by 911.

1. Confirm that the person needs help, and that the scene is safe, and ask a bystander to call 911 for help.
	1. Gasping is not breathing.
	2. If the scene is not safe call 911 but do not enter the scene
	3. If you are alone, call 911 first.
2. Send someone to get the AED or get the AED yourself.
3. As soon as an AED is available, turn it on and follow the voice prompts.
4. Remove clothing and attach pads correctly.
	1. Remove all clothing covering the chest, and if necessary, wipe the chest dry.
	2. Place one pad on the upper right side of the chest
	3. Place the other pad on the lower left side of the chest, a few inches below the left armpit.
	4. If the pads will or could touch, place one pad in the middle of the chest and the other pad on the back between the shoulder blades.
5. Plug the pad connector cable into the AED, if necessary
6. The AED will analyze the heart rhythm and advise the operator if a shockable or abnormal heart rhythm is detected.
	1. Make sure no one is touching the person.
	2. Say “CLEAR!” in a loud, commanding voice.
7. If a shockable or abnormal rhythm is detected, the AED will charge to the appropriate energy level and advise the operator to deliver a shock. Deliver a shock.
	1. Make sure no one is touching the person.
	2. Say “CLEAR!” in a loud, commanding voice.
	3. Push the “shock” button to deliver the shock.
8. After the AED delivers the shock, or if no shock is advised, immediately start CPR, beginning with compressions.

**Post-Use Procedure**

After an AED has been used, contact the Environmental Health and Safety (EHS) Department at NAU to let them know the AED has been used, the location of the AED, and the date it was used. EHS will perform required AED maintenance, record keeping, and state reporting after the use of the AED.

**Arizona AED Statutes**

Arizona AED statutes can be found in A.R.S. 36-2261 – A.R.S. 36-2264 and A.R.S. 34-401

**NAU AED Installation Guidelines**

In the event of a new building or a modification of a building with costs greater than $250,00.00 (and thus requiring AED installation) The AED must be located in a logical and accessible location. There must be sufficient AEDs in the building to meet the following criteria:

1. In multiple level buildings, there must be at least one AED on every floor.
2. If a floor contains areas with key or card restricted access, the AED must be placed in the publicly accessible portion of the floor, excluding areas smaller than 100 $ft^{2}$.
3. If a room will be used for physical activity, (such as gyms or weight rooms) or will commonly be used for large gatherings there must be an AED within a 30 second brisk walk from the door of that room or in the center of that room.
	1. AEDs should be located as close to physical activity areas as possible with preference to locations that do not require passing through lockable doors.
4. A single AED may be used to satisfy multiple criteria.
5. The AED must be located in a manner that the bottom of the cabinet is no more than 27” above the floor. Installations other than this height must be approved by the building official.