

Automatic External Defibrillator Policy

Purpose

The purpose of this policy is to establish a safe and prepared work environment by providing guidelines for the proper use of Automated External Defibrillators (AEDs) in case of sudden cardiac arrest (SCA).

Scope

This policy applies to all employees and contractors within Lifeworks Services, Inc.

Definitions

Automated External Defibrillator (AED): An Automated External Defibrillator is used to treat a person who experiences sudden cardiac arrest. It is only to be applied to people who are unconscious and not breathing normally. The AED will analyze the heart rhythm and advise the operator if a shockable heart rhythm is detected. If a shockable rhythm is detected, the AED will charge to the appropriate energy level and advise the operator to deliver a shock.

Sudden Cardiac Arrest (SCA): Sudden cardiac arrest is a condition that occurs when the electrical impulses of the human heart malfunction causing a disturbance in the heart's electrical heart rhythms called ventricular fibrillation (VF). This erratic and ineffective electrical heart rhythm causes complete cessation of the heart's normal function of pumping blood, 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 resulting in sudden death.

Policy

In congruence with best practices set forth by the American Red Cross and Zoll, the manufacturer of the AED device, Lifeworks will take the following steps to ensure proper use of the AED device.

1. AED Placement

- AEDs will be strategically placed in easily accessible locations across Lifeworks facilities.

2. Maintenance and Inspection

- AEDs will be inspected annually and maintained by the Facilities Manager to ensure functionality including unexpired electrodes and a working battery.
- Any malfunctions or damage should be reported immediately to the Facilities Manger.
- All maintenance will be documented and kept on record by the Facilities Manager.

3. Training

- All employees will be required to view an AED training video annually in the LMS.

4. Response Action Plan

- Call 9-1-1
- If an AED is not immediately available, send someone to get it and bring it to an authorized user
- Apply the AED electrode pads to the persons bare chest and shown on the diagrams on pads
- Follow the voice and visual prompts

Resources

The American Red Cross offers certification training for AED use.

<https://www.redcross.org/take-a-class/organizations/purchase-aeds>

AED Manufactures provided video

<https://www.youtube.com/watch?v=9l94i1cRRFE>

Scope

Employees using the AED in good faith during an emergency are protected by applicable Good Samaritan Laws.

<https://www.revisor.mn.gov/statutes/cite/604a.01>

Version No	1.1	Status	Final
Author	Michelle Hanrahan	Revision Date	2/25/2025
Approver/Owner	Michelle Hanrahan	Approval Date	