

GO #6, Automated External Defibrillator (AED)

EFFECTIVE:

- a. turn the Data Card and report over to the Department AED Program Manager or,
 - b. book the Data Card into evidence.
 - c. Spare Data Cards are supplied with each AED unit to allow the unit to remain in service following an AED use.
- (3) Notification of AED must be sent to the Department AED Program Manager detailing:
- a. The CR# reporting the incident
 - b. The disposition of the Data Card
 - c. A brief description of the facts surrounding the incident
- (4) The Department AED Program Manager will be responsible for supplying a copy of the report and information from the Data Card to the AED Medical Director within 36 hours of AED use.

IV. INSPECTIONS

- (a) At the start of their shift University Police personnel will inspect the AED unit assigned to their vehicle daily.
- (1) The inspection will entail:
- a. Running a system check on the AED to determine functionality.
 - b. Visual inspection of the AED unit and equipment for damage
 - c. Check expiration date of battery and electrode pads
- (2) Any missing, damaged, or out of date equipment shall be reported to a shift supervisor or the AED Program Manager immediately.

VII. PERSONNEL TRAINING AND RECORD KEEPING

- (a) All University Police employees likely to utilize the AED shall receive training on the proper usage of the AED units, CPR, use of appropriate personal protective equipment, and these procedures
- (b) All University Police likely to utilize the AED shall receive an annual update on AED procedures, CPR, and use of personal protective equipment
- (c)

Page left blank