

ADMINISTRATIVE PROCEDURE 445 AUTOMATED EXTERNAL DEFIBRILLATORS (AEDs)

Purpose

This Administrative Procedure ("Procedure") provides guidance and information regarding the installation and use of an Automated External Defibrillator (an "AED") within the Chilliwack School District (the "District"). AEDs increase the survival rates in situations where sudden cardiac arrest occurs.

Scope

This Procedure applies to:

- All Principals, Vice Principals and Managers.
- All designated Occupational First Aid attendants.
- Anyone at the site with Cardiopulmonary Resuscitation ("CPR") training.

Under the [Good Samaritan Act](#), anyone can provide emergency assistance to an ill, injured, or unconscious person in an emergency situation outside of a hospital setting.

Procurement and Maintenance

The District will purchase and install:

- AEDs within cabinets at all schools and sites.
- replacement batteries at the end of their 5 year lifespan.
- replacement defibrillator pads at the end of their 5 year lifespan.

The school or site will be responsible for:

- periodic visual inspection of the AED to ensure it is not tampered with and has a green checkmark of readiness in the electronic display.
- maintaining all accessories stored with the AED such as nitrile gloves, face masks, and antiseptic wipes in a clean state of readiness.

Placement at School or Site

The AEDs are located in a marked cabinet at schools or sites. The location of the AED and cabinet within each school and site differs, but will always be in one of the following locations:

- At or near the office or lobby entrance.
- At the entrance to a gymnasium.
- At a prominent place in the community side of a school.

Education and Training

All first aid attendants are trained to use AEDs but will need additional training on the specific model available at their site. The ZOLL AED Plus will be the AED model that is used for the remainder of this Procedure.

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All District staff will have access to an online training module in the use of the ZOLL AED Plus. This training module is available on [Brightspace](#).

Principals, Vice Principals, Managers and designated Occupational First Aid Attendants will be required to complete this training annually.

Procedure for Use:

The following Procedure is for the ZOLL AED Plus but is applicable to all AEDs. The AED Plus graphical user interface is visible on the top of the unit when the cover is removed. The pictograms are reminders of the steps to follow when performing a rescue. These images reinforce the instructions provided through voice prompts.

1. Make sure the scene is safe before approaching the patient.
2. Gently shake the patient and ask loudly if they are okay. If no response, call for emergency services or 9-1-1.
3. Turn on the device and follow the voice prompts. Check for responsiveness and call for help. Expose the patient's bare chest and attach the defibrillation pads as shown in the pictogram on the pads.
4. The AED will analyze the heart rhythm; if a shock is needed, it will prompt the user to press the flashing shock button after they ensure no one is touching the patient.
5. After a shock or if no shock is advised, begin CPR, following the devices real-time feedback for compression rate and depth until emergency personnel arrive.