

AUTOMATED EXTERNAL DEFIBRILLATORS (AED)

Background

HPSD supports the acceptance of donated or purchased Automated External Defibrillators (AEDs) and the installation of these AEDs within the facilities owned, operated or managed by HPSD.

HPSD recognizes that its facilities are used extensively by the public in addition to regular school use. HPSD recognizes the importance of taking appropriate action whenever a medical emergency threatens the safety, health or welfare of a student, staff or community member.

Definitions

AED – a portable automatic device used to restore normal heart rhythm to patients in cardiac arrest. An AED is applied outside the body. It automatically analyzes the patient’s heart rhythm and advises the rescuer whether or not a shock is needed to restore a normal heart beat. If the patient’s heart resumes beating normally, the heart has been defibrillated. (Alberta School Boards’ Insurance Exchange Bulletin – March 19, 2009.)

Procedures

1. General

- 1.1. The Superintendent authorizes the placement and use of AEDs in facilities owned, operated or managed by HPSD.
- 1.2. Prior to placement of an AED in a facility owned, operated or managed by HPSD, the Principal or Building Manager of that facility shall obtain prior consent for the placement of the AED from the Superintendent.
- 1.3. Following placement in a facility, if the AED is removed from the facility, the Principal or Building Manager of that facility shall advise the Superintendent of its removal.
- 1.4. When a facility is authorized to install one or more AEDs in its premises, the Safety Officer shall:
 - 1.4.1. ensure the AED is approved by the Canadian Standards Association (CSA) and meets its guidelines, and is compliant with any applicable legislation or guidelines of other regulatory bodies;
 - 1.4.1.1. All AED’s will be registered with the Alberta Health Services EMS (Emergency Medical Services) PAD (Public Access to Defibrillation) Program.(website: heart-safe.ca).
 - 1.4.2. establish procedures for the monitoring and maintenance of the AED in accordance with the manufacturer’s specifications, industry practice and applicable legislation; and
 - 1.4.3. establish procedures for the monitoring and maintenance of the AED in accordance with the manufacturer’s specifications, industry practice and applicable legislation.
- 1.5. When a facility is authorized to install one or more AEDs in it premises, the Safety Officer shall:
 - 1.5.1. complete the checks and maintenance activities required by the manufacturer’s manuals and specifications, on a monthly basis. These activities will be assigned to the Safety Officer via the PAD Program notification system; and
 - 1.5.2. record all uses of the AED (whether or not for a medical emergency) via the PAD Program.
- 1.6. The AED shall be placed in an easily accessible location and all staff must be made aware of its location. The location of the AED should be easily seen and remain accessible to staff outside of normal school hours.
 - 1.6.1. Signage on or above the AED must state that the AED is for use in medical emergencies only.
- 1.7. Individuals or community groups who utilize the school or HPSD facility outside of regular school or business hours are not guaranteed access to the AEDs.
- 1.8. In a medical emergency involving a student, the doctrine of in loco parentis (in the place of a parent) applies. HPSD staff shall act in the best medical interests of the affected student in the absence of a parent or guardian, or when the student is unable to act for him/herself (either due to age or incapacity). Such action will include calling 911 either prior to or after the use of an AED on a student.

- 1.9. When an AED is used by any person, whether or not for a medical emergency, the Principal or Building Manager shall notify the Superintendent of its use. When appropriate, the on-line School Accident Report will be completed.
- 1.10. When the AED is used by any person outside of regular school or business hours (such as community groups in evenings or during weekends), whether or not for a medical emergency, the contact person for that community group shall report use of the AED to the Principal or Building Manager who shall in turn notify the Superintendent of its use.
- 1.11. HPSD encourages the use of AEDs where appropriate in medical emergencies. Tampering with an AED or inappropriate use by staff or students may result in disciplinary action and a report to the police.

References

Education Act, Sections 33, 52, 53, 196, 197, 222
Emergency Medical Aid Act