

State University of New York at Potsdam (SUNY Potsdam)

Automated External Defibrillator (AED) Policy and Procedure

Purpose:

An Automated External Defibrillator (AED) is a portable device used to treat victims who experience sudden cardiac arrest. Sudden cardiac arrest is an abrupt loss of heart function and can occur at all ages. The only treatment available for sudden cardiac arrest is defibrillation, but it must occur as soon as possible, following the cardiac arrest incident. For many individuals, sudden cardiac arrest can be reversed if defibrillation is performed early enough. An AED can provide an electric shock to the heart, which can allow a normal heart rhythm to resume following sudden cardiac arrest. A victim's chance of survival drops by 7-10 percent per minute, until a normal heart beat is restored.

SUNY Potsdam has implemented an Automated External Defibrillator (AED) Program to reduce the number of deaths associated with sudden cardiac arrest. To do so, SUNY Potsdam has installed automated external defibrillators (AEDs) throughout the campus to ensure greater public availability. An AED can be found in multiple places on campus, including the fitness center, all academic buildings, and all residence halls.

Program Coordinator:

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Program Coordinator Responsibilities:

- Coordination of equipment and accessory maintenance
- Review of this policy regularly

- Communication with a medical director on issues related to medical emergency responses including post event reviews

Medical Advisor:

The medical advisor of the AED program is Family Nurse Practitioner Tracey Harcourt

The responsibilities of the medical advisor include:

- Making recommendations on training plans, policies, and procedures
- Evaluating post-event data recorded on an AED

Authorized AED users:

Individuals trained in CPR and AED-use are expected to follow the protocols they learned in their training. Volunteer responders who are untrained in the use of AED's may use them at their own discretion, and are protected by the Good Samaritan Law.

SUNY Potsdam has many employees (ex: university police officers, athletic department coaches, Residence Directors, and health center employees) who have completed the requirements to be CPR/AED certified.

AED-Volunteer Responders Responsibilities:

- AEDs are designed to be used by any motivated bystander, regardless of training. Anyone at their own discretion can provide voluntary assistance to victims of medical emergencies. If you choose to assist someone you believe is in need of an AED, you will be covered under the Good Samaritan Law. When assisting anyone, emergency medical personnel (University Police or 9-1-1) should always be contacted as soon as possible.

Equipment

Approved equipment:

- Cardiac Science G3/G5

AED Operation and Training

Automated External Defibrillators (AEDs) have been shown to be easy to use and effective in saving lives. AEDs should be used on victims who display all the symptoms of sudden cardiac arrest; when victim is unresponsive and not breathing normally. An AED will automatically analyze an individual's heart rhythm and advise the operator to deliver a shock or automatically deliver the shock if the heart rhythm is abnormal and in a fatal state. An AED will not shock an individual who is not experiencing a fatal heart rhythm. Instructions are located on the AED unit itself and there are also audio prompts that will lead you through all the necessary steps. If the AED delivers a shock, the unit will advise the operator to begin CPR.

CPR/AED certification can be very important for anyone to know when using an AED. SUNY Potsdam offers the following training: American Heart, American Red Cross, and American Safety Health Institute courses.

AED Security

Automated External Defibrillators (AEDs) are located in wall-mounted cabinets or on hangers in multiple locations around campus, which are listed below. When an AED cabinet door is opened a high-pitched local alarm will sound until the door is securely closed again.

Mobile AED Locations

AEDs are carried on campus by University Police; Campus Rescue; and Athletic Trainer during sporting events. AED units that are exposed or at risk of extreme temperature must be monitored and cared for by the entities responsible for the day to day operations and accessibility of those devices.

University Police Mobile Units:

- Unit 921: Easley accessible in trunk
- Unit 922: Easley accessible in trunk
- Unit 923: Easley accessible in trunk

Athletics Trainer Mobile Units:

- Maxcy Athletics (2 units): 1st floor training room

Campus Rescue Mobile Unit:

- Sisson Hall: Basement floor campus rescue room

Academic Halls & Dining Facilities

- Barrington Student Union(2 locations): 1st floor lobby; 1st floor food court
- Brainerd Hall: 1st floor brick lobby
- Carson Hall: 1st floor near mail room
- Child Care Center: 1st floor main entrance (G5)
- Crumb Library: 1st floor lobby
- Dunn Hall: 1st floor near elevator
- Flagg Hall: 1st floor near elevator
- Kellas Hall: 1st floor commons
- Lehman Dining Hall: 2nd floor behind cashier
- Mac Vicar Hall: 1st floor quad entrance
- Merritt Hall (2 locations): 1st floor center commons; 1st floor room #133
- Raymond Tower: 1st floor lobby
- Satterlee Hall: 1st floor lobby
- Sisson Hall: 1st floor lobby
- Stowell Hall (2 locations): 1st floor lobby; 2nd floor room #221
- Thatcher Hall: 1st floor lobby
- Timerman Hall: 1st floor commons

PAC & Crane:

- Performing Arts Center: 1st floor lobby
- Hosmer Concert Hall: 1st floor lobby
- Snell Concert Hall: 1st floor lobby

Fitness Center:

- Maxcy Fitness Center (3 locations): 1st floor main hall; 2nd floor near stairs; 3rd floor inside gym on the left side of the main entrance.

Maintenance:

- Physical Plant: 1st floor lobby
- NACO Building (2 locations): 1st floor lobby; 1st floor kitchen (DEC owned/inspected)

Residence Halls:

- Bowman Hall (3 locations): 1st floor east lobby; 1st floor west lobby; 1st floor south lobby high-rise
- Draime Hall: 1st floor lobby
- Knowles Hall (3 locations): Bottom of MPR, 1st floor North, 1st floor South
- Lehman Hall (2 locations): House #2 1st floor lounge; House #7 1st floor south lobby
- Townhouses: Townhouse F Laundry Room
- VanHousen Hall: 1st floor main entrance

A visual map of all AED locations can be viewed under the Emergency Device Map tab on SUNY Potsdam's Environmental Health and Safety website.

Equipment Maintenance:

All equipment and accessories for support of medical emergency response shall be maintained in a state of readiness. Specific requirements include:

- The AED program coordinator or designee shall be responsible for having regular equipment maintenance performed. All maintenance tasks shall be performed according to equipment maintenance procedures as outlined in the operating instructions.
- Following use of emergency response equipment, all equipment shall be cleaned and/or decontaminated as required.

Routine Maintenance:

- AED's on campus are inspected and documented monthly by Environmental Health and Safety technicians.

Medical Response Documentation:

If a campus AED is used for a medical emergency then a Public Access Defibrillation Data Collection Form must be filled out and submitted to the Director of Environmental Health and Safety within a couple hours of using the AED. The Environmental Health and Safety Director will then forward the form to the North Country EMS Program Agency.