

2253 EMERGENCY MEDICAL RESPONSE ACTION PLAN FOR AED/CPR USE

Chapter: **Sununu Youth Services Center**

Section: **Healthcare**



New Hampshire Division for Children, Youth and Families Policy Manual

Policy Directive:

Approved:

Effective Date: **01-01-09**

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William W. Fenniman, DJJS Director

Related Statute(s):

Related Admin Rule(s):

Related Federal Regulation(s):

Related Form(s): **AED Reporting Form, Incident Report**

Bridges' Screen(s) and Attachment(s):

This policy establishes a plan at the John H. Sununu Youth Services Center (SYSC) for responding to a medical emergency that requires the use of the Powerheart™ Automatic External Defibrillator (AED). All employees who are expected to provide emergency care to a resident will be trained in CPR and AED use. This training will conform to the American Red Cross CPR/AED standards or the American Heart Association CPR/AED standards. The AED shall be located in the Operations Office, along with an updated list of all employees trained in CPR/AED use.

Purpose

The purpose of this policy is to establish the procedure for emergency medical response for AED/CPR.

Procedure

I. Activating External Emergency Medical Response:

- A. Upon discovery of a life-threatening emergency, the first responder (or designated person) shall call Central Control to initiate the appropriate public safety agencies. The caller should give the 911 operator the following information:
 - 1. Type of emergency.
 - 2. Address of facility.
 - 3. Location of emergency.
 - 4. Phone number from which the call is being made.
 - 5. Be prepared to give further information requested from 911 operator.
 - 6. Understand the priority is to relay the pertinent information and then attend the activity within the facility.

II. Activating Internal Emergency Medical Response:

- A. The first responder (or designated person) shall contact Central Control. Remember to state your location within the building. Central Control staff shall notify the Supervisor or Designee who shall be responsible for the immediate transport of the AED to the emergency site. Central Control staff shall also contact the SYSC nurse (if not done so already), who shall immediately report to the emergency site. The Supervisor shall assign a staff member to meet the responding Emergency Medical Technicians and guide them to the emergency location.

- B. Upon arrival, the nurse shall assume control and responsibility for the rescue and use of the AED. Similarly when EMS personnel arrive, they shall assume control and responsibility of the rescue and use of the AED.
 - C. The current AED can only be used for adults and children over the age of 8. It shall not be used on any child under 8 years old.
- III. **Post Incident Procedure:** The following steps shall be completed as soon after the incident as possible.
- A. Fill out an AED Use Reporting Form
 - B. Fill out an Incident report
 - C. Notify the Bureau of Facilities and Assets Management (BF & AM) (phone:271-4846) and forwards the AED Use Reporting Form to BF and AM (fax: 271-8149).
- IV. **Physician Oversight**
- A. The Department's Medical Director is the oversight physician for this Emergency Medical Response Action Plan. Oversight duties include the following items:
 - B. Development and review of policies and procedures defining the standards of patient care and utilization of the Powerheart™ AED.
 - C. Review of response documentation and rescue data for all uses of the Powerheart™ AED.
 - D. Oversee the initial and continuing Powerheart™ training.
 - E. Provide advice regarding the medical care of those in need of such care.
- V. **Quality Assurance**
- A. An AED Use Reporting Form shall be completed for each use of the Powerheart™. The AED program coordinator and the oversight physician shall review this form. BF & AM shall retrieve the data from the AED unit as soon as possible after each use.
- VI. **Basic Maintenance**
- A. The following maintenance schedule shall be maintained:
 - 1. Daily
 - (a) The Supervisor or designee shall check the AED once per shift according to the Paragraph b below. Once the check is made, the Supervisor shall make a notation in the Supervisor's Communications Logbook of the AED status and any actions taken.

- (b) Check the status indicator to ensure it is green. When the indicator is green, the unit is ready for a rescue. If the indicator is red, notify BF & AM (271-4846) immediately.
- 2. Quarterly
 - (a) The AED unit shall be inspected quarterly by BF & AM.
- 3. Annually
 - (a) Annual maintenance shall be performed by BF & AM to ensure that the Powerheart's™ "Rescue Ready" diagnostics are functioning properly and the case and accessories retain their integrity.

Health Authority Signature

Date