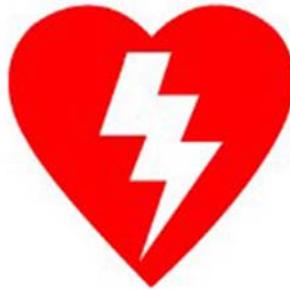




TEXAS A&M UNIVERSITY  
CORPUS CHRISTI

**AED**

Automated External Defibrillator



**POLICY**

Revision 2.20.2017

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## INTRODUCTION

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An AED is a computerized medical device that can check a person's heart rhythm. The device can recognize if that rhythm requires a shock and will advise the rescuer when a shock is needed. The AED uses voice prompts, lights, or text message to tell the rescuer the steps to take.

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## REFERENCES

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- Safety Procedures and Guidelines- Texas A&M-Corpus Christi, Section 1.1- *Accident Reporting*
- Texas Health and Safety Code, Chapter 779-Automated External Defibrillators
- *Medical emergency action plan*-Division of Student Affairs Critical Incident Response Plan 2000 for the purposes of this policy
- Infection control procedure for occupational exposure to Bloodborne pathogens: OSHA Health and Safety Compliance Manual for Health Care Facilities, Bloodborne Pathogens Policy and Exposure Control Plan
- State immunity from liability exclusion:
  - Civil Practice and Remedies Code, Chapter 108-Limitation of Liability for Public Servants
  - Civil Practice and Remedies Code, Chapter 104-State Liability for Conduct of Public Servants
  - Civil Practice and Remedies Code, Chapter 74-Good Samaritan Law: Liability for Emergency Care

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## PROCEDURES

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- A. In the event of a medical emergency, the responding University Police Department (UPD) patrol unit will arrive with an AED and the emergency kit. If there is an AED unit located in the area, it may also be brought to the scene by a responder.
- The Adult AED may be used on any person who is at least eight (8) years of age. The AED should only be used on a person after the following have been confirmed:
1. The scene is safe to help;
  2. Victim is unconscious;

3. Victim is not breathing;
  4. Victim has no pulse and/or shows no signs of circulation such as normal breathing, coughing or movement
  5. If AED is NOT PRESENT, begin CPR until it arrives.
  6. If AED is PRESENT, turn it on and follow specific instructions from the AED voice prompts;
  7. Apply electrodes to BARE SKIN. Shave body hair if needed for good contact of electrodes. Wipe skin dry. DO NOT use water or Isopropyl Alcohol to clean skin.
- B. Each AED has one set of defibrillation electrodes connected to the device. One emergency kit will be connected to the handle of the AED. This kit contains two pair of gloves, one razor, one set of trauma shears, some absorbent towels, three packets of antiseptic bio-hand cleaner, one bio-hazardous bag, and one facemask barrier device.
- C. AED for infants: AEDs equipped with infant electrodes are located in the Antonio E. Garcia Art and Education Center, Art Museum of South Texas, Early Childhood Development Center (ECDC), Dugan Wellness Center, Recreational Sports Momentum Campus, and South Texas Institute for Art.

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## LOCATIONS

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Per the manufacturer's recommendations, the AED devices are placed in areas that are easily accessible, where the service alarm will be readily heard. Currently there are 40 AED units in the program.

The AEDs can be found in the following locations:

BUILDING	TYPE	LOCATION
Antonio E Garcia Art & Education Center (Pediatric Pads available)	Heartsine Samaritan	Reception Counter
Art Museum of South Texas (Pediatric Pads available)	Heartsine Samaritan	Reception Counter
Athletic Department	Heartsine Samaritan	5 located in trainers red bags
Bay Hall	Medtronic LifePak Express	Near sliding door across from 1.21
Center for Arts	Cardiac Science Powerheart G3	In front of room 122 located in the fire hose cabinet

Center for Instruction	Medtronic LifePak 500	In front of room 116
Center for Sciences	Heartsine Samaritan	In front of room 228 located in the fire hose cabinet
Classroom East	Medtronic LifePak 500	In front of room 103
Conrad Blucher Institute	Medtronic LifePak 500	Hallway in front of room 105
Corpus Christi Hall	Heartsine Samaritan	In front of room 126 located in the fire hose cabinet
Dining Hall	Medtronic LifePak Express	Located in Manager's office
Dive Safety Program	Zoll Plus	3 units in Science lab 1 room 109 1 unit in Harte Dive locker
Dugan Wellness Center (Pediatric Pads available)	Medtronic LifePak 500	Next to the reception counter
Early Childhood Development (Pediatric Pads available)	Heartsine Samaritan	Middle of hallway on the 1 <sup>st</sup> floor
Engineering	Medtronic LifePak 500	Near sliding door. On the side of room 108
Faculty Center	Medtronic LifePak Express	Hallway in front of room 161
Glasscock Student Success Center	Heartsine Samaritan	In front of room 108A
Harte Research Institute	Medtronic LifePak 500	Lobby, on the side of room 121
Island Hall	Heartsine Samaritan	West wall in courtyard
Lee Alumni Welcome Center	Heartsine Samaritan	Reception area
Mary and Jeff Bell Library	Cardiac Science Powerheart G3	Circulation desk room 101
Michael and Karen O'Connor Building	Heartsine Samaritan	East entrance under stairway
Momentum Rec Sports	Heartsine Samaritan	DWC 113
Moody Sustainers Field House	Heartsine Samaritan	In front of room 104
Natural Resource Center	Heartsine Samaritan	NRC 1116; spare unit
Performing Art Center	Heartsine Samaritan	Box office
Student Service Center	Heartsine Samaritan	On wall next to Bursar Office
Thomas J Henry Tennis Court	Cardiac Science Powerheart G3	
University Center	Medtronic LifePak Express	Information desk on 1 <sup>st</sup> floor
University Health Center	Medtronic LifePak 500	Waiting room on side of room 108
University Police Department	Heartsine Samaritan	Patrol vehicles 540, 541, and 542
University Service Center	Medtronic LifePak Express	Lobby

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## **SYSTEM VERIFICATION AND REVIEW**

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The medical emergency response is ultimately successful if necessary medical assistance is provided to victims in a timely and safe manner. Since actual use of this system procedure is expected to be very infrequent, other measures of effectiveness are required below.

- 1) Annual System Assessment: Once each calendar year, the Safety Specialist conduct and document a system readiness review by assessing:
  - a) Equipment operation and maintenance records
  - b) Document renewal prescription
  
- 2) Monthly Unit Check: Once each calendar month, the Safety Specialist shall ensure that the monthly unit check is conducted and documented using the manufacturer's recommended Operator's Checklist. These records shall be retained for a period of one (1) year. This check shall include review of the following elements:
  - a) Emergency kit supplies
  - b) AED battery life
  - c) AED operation and status

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## **AUTHORIZED USERS**

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The AED device may be used by Texas A&M University Corpus Christi employees who have successfully completed an approved First Aid, CPR and AED training program such as the American Heart Association Heartsaver AED or American Red Cross course and has a current successful course completion card.

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## **RESPONSIBILITIES**

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### **A. Medical Director**

The medical director of the AED program is the University Health Center physician. The director is responsible for:

1. Providing medical direction for the use of the AEDs;
2. Writing a prescription for the use of the AEDs and update prescription as necessary;

3. Reviewing and approving guidelines for the use of the AEDs;
4. Evaluating of post-event review.

**B. Director of the Environmental, Health & Safety Department:**

The Director of Environmental, Health & Safety (E,H&S) is responsible for:

1. Managing the AED program;
2. Establishing AED policy for use and maintenance;
3. Revising policy as necessary;
4. Monitoring the effectiveness of the system as described in 3.B.1 and 3.B.2;
5. Communicating with the medical director on issues relating to the program including the post event review;
6. Budgeting and seeking funds to purchase and maintain AEDs

**C. University Police Department (UPD)**

The UPD is responsible for:

1. Receiving emergency medical calls from internal locations;
2. Dispatching Police Officer to the scene;
3. Contacting Corpus Christi EMS upon request of the officer on the scene, the victim, or other responder(s);
4. Directing or escorting the Corpus Christi EMS personnel to the site of the medical emergency.
5. Completing a Police Report and providing a copy to the E,H&S Department

**D. Trained Employees**

University employees can, at their discretion, provide voluntary assistance to victims of medical emergencies. The extent of which these individuals respond shall be limited to their training and experience. The emergency medical response of these individuals may include CPR, AED or medical first aid.

*Good Samaritan Law: The Texas Good Samaritan Law limits the civil liability of persons administering emergency care in good faith at the scene of an emergency or in a health care facility. The law limits the civil liability of these persons unless their actions are willfully and wantonly negligent. This protection does not apply to care administered for or in expectation of remuneration, or by a person who was at the scene of the emergency because he or a person he represents as an agent was soliciting business or seeking to perform a service for remuneration. Also, the limited civil liability is not available for a person whose negligence was a producing cause of the emergency for which care is being administered.*

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## MEDICAL RESPONSE DOCUMENTATION

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It is important to document each use of the medical emergency response system. The following forms must be completed and sent to E,H&S within 24 hours of a medical event:

1. Police Report: The UPD will complete a police report after each use.
2. Preliminary Incident Report: A "Preliminary Incident Report" form must be filled out by the responder(s) who handled the emergency. See "Appendix 3, Preliminary Incident Report."
3. AED Post Incident data retrieval: E,H&S will retrieve data stored digitally inside the AED for post-incident review using AED manufacturer's software. See "Appendix 1, Data Management."

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## EQUIPMENT MAINTENANCE

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All equipment and accessories necessary for support of medical emergencies shall be maintained in a state of readiness and per manufacturer guidelines in accordance with legislation outlined in Texas Health and Safety Code, §779.003. Specific maintenance requirements include:

- A. The UPD shall be informed of changes in availability of emergency medical response equipment (i.e., is the AED available?). If E,H&S withdraws equipment from service, E,H&S will inform the UPD. E,H&S will also notify the UPD when equipment is returned to service.
- B. The Director of E,H&S is responsible for having regular equipment maintenance performed. All maintenance tasks shall be performed according to equipment maintenance procedures as outlined in the operating instruction. See "Appendix 2" for detailed maintenance and testing.
- C. Following use of emergency response equipment, all equipment shall be cleaned and decontaminated as required and put back into service as soon as possible after downloading the information and completing the following tasks:
  - Check and replenish supplies as appropriate (includes electrode pads and the emergency kit.)
  - Clean and disinfect the device using the manufacturer's recommendations.
  - Check the battery and replace it if needed.
  - Return the AED to its designated place with appropriate supplies.

- D. Maintenance and Testing. The AED performs an automatic self-test daily. If the automatic self-test detects a low battery condition or a condition that requires service, the AED activates an audible alarm. It is therefore important to place the AED where the alarm is likely to be heard.

The AED also performs a self-test every time upon activation. These self-tests do not eliminate the need for regular maintenance. E,H&S personnel conducts and documents monthly inspections of all AEDs located in campus buildings. The Athletic Department and the Dive Safety Program perform monthly inspections on units in their possession. The South Texas Institute of Art and the Garcia Center inspect their own AED. All facilities provide documentation of monthly inspections to E,H&S.

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## **POST EVENT REVIEW**

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Following each event that requires the use of an AED, the Director, E,H&S will conduct and document a post event review. All key participants in the emergency must participate in the review. Including in the review will be identification actions that went well and the collection of opportunities for improvement as well as critical incident stress debriefing. The Director will submit a summary of the post event review to the Medical Director. E,H&S dept. will maintain a copy of the post event review summary according to the record retention policy.

## Appendix 1

### Data Management

- I. Overview of data storage and retrieval
  - A. When an AED is used on a patient, data is stored digitally inside the AED. This allows for post-incident review for quality control, training, and research purposes.
  - B. It is important that this data is printed or transferred as soon as possible to save the information.
  - C. Whenever power is on, the AED automatically stores:

<u>Event Log</u> <u>Data</u>	<u>Code Summary</u> <u>Data</u>	
Power on Patient connected Analysis started Shock advised Shock delivered	A summary of critical resuscitation events and the heart rhythm (ECG) segments associated with those events	Continuous ECG Data 20-80 minutes ECG from the time of power on to power off

- D. A patient record is created when the AED is connected to the patient and begins to store data.
  - 1. In order to create a new patient record, the AED must be turned off for at least 60 seconds, then turned on and electrodes connected to the patient. You can turn of the AED briefly without affecting the current patient if you restore power in less than 60 seconds.
  - 2. You can turn on the AED without creating a patient record as long as electrodes are not connected to a patient or simulator. This may be necessary when performing an external test or to transfer data.



## Appendix 2 AED Prescription

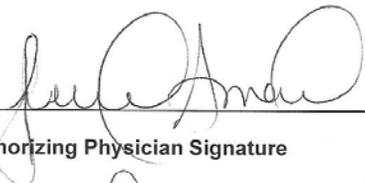
### Prescription for Use of the Metronics – Lifepak 500 & Lifepak Express, Cardiac Science - Powerheart G3, Zoll Plus, and HeartSine Automated External Defibrillators (AEDs)

Note: If AED is not immediately available, perform CPR until an AED unit arrives on the scene.

Use of the AED is authorized for any TAMUCC personnel who are trained in CPR and the use of the AED.

Procedures:

- Assess scene for safety.
- Verify that the patient is in cardiac arrest (unconscious, no respiration, no pulse.)
- Have someone call UPD at extension 4444 while you set up the AED.
- Follow specific instruction from the AED manufacturer (attached.)

  
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Authorizing Physician Signature

8/31/16  
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Date

Jennifer Amaral Ramos  
\_\_\_\_\_

Print or Type Name

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\_\_\_\_\_

Corpus Christi, TX 78412  
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Address

(361) 825-2601  
\_\_\_\_\_

Telephone

BA 9226386  
\_\_\_\_\_

Registration Number

This authorization expires on 8/31/17  
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