AUTOMATED EXTERNAL DEFIBRILLATOR (AED) GUIDELINES FOR SCHOOLS

An Automated External Defibrillator (AED) is a portable device used to induce electrical stimulation to the heart muscle in the event of a potential cardiac arrest. Early access defibrillation has been recognized as a significant factor in survival from incidents of sudden cardiac arrest. Adequate preparation for responding to a life-threatening emergency can save lives.

The Raleigh County Automated External Defibrillator (AED) Program adheres to the legislative requirements set forth by the State of West Virginia for AED program implementation. The purpose of this program is to enable individuals, through the use of AED devices to intervene promptly in the case of a Sudden Cardiac Arrest for technology that may help sustain an individual's life until trained EMS personnel arrive on the scene. However, given the fact that the primary mission of the school system is education and not medical, the school system does not purport to imply that AEDs and/or trained personnel will be available in all medical emergencies that might occur on school property. The first action taken by a responder in any medical emergency will be to contact Raleigh County Emergency Medical Services (911).

Storage and Accessibility
1) Assess each building for the optimal location for storage of the AED. The location should be readily identified and secure, yet easily accessible to adults.

2) Staff should be notified of the location and how to access the AED equipment in an emergency.

AED Response Protocol

Employee training should be consistent with CPR/First Aid training certifications provided by the American Heart Association, Red Cross or other authorized agencies. Employees should also be aware they are not liable for rendering such emergency care as stated in West Virginia Code §16-4D-4,

§16-4D-4 – Limitation on liability. A person is not liable for civil damages as a result of any act or omission in rendering emergency medical care or treatment involving the use of an AED if the care or treatment does not amount to gross negligence and the following conditions are met:

1. The person, entity, certified trainer or medical director of the early defibrillation program is in compliance with the provisions of section three of this article; and
2. The person is an anticipated operator of an AED who gratuitously and in good faith rendered emergency medical care, pursuant to the requirements of section three of this article, other than in the ordinary course of the person’s employment or profession as a health care provider, as defined in section two, article two-D of this chapter; or
3. The person is an unanticipated operator who gratuitously and in good faith rendered emergency medical care.

In the event of an emergency, the responder to the crisis situation will follow current American Heart Association Guidelines for AED usage and CPR.
**Post-Incident Procedure:**

1) An employee involved should notify the building administrator and School Nurse Coordinator as soon as possible.

2) A designated employee should check the AED, restock the supplies immediately after the event and perform the after-patient-use maintenance on the AED.

3) The School Nurse Coordinator or a designated employee should conduct an employee incident debriefing with the responder(s).

**Periodic Maintenance – Scheduled and After-Use**

1) **DAILY:** The Principal, Designee, Location Administrator (for facilities other than schools) or School Safety Coordinator to assign the daily AED check to ensure the status indicator is green. If the indicator is red, refer to the Troubleshooting Table in the manual.

2) **MONTHLY:** The assigned School Nurse will conduct the monthly maintenance check; open lid and wait for AED to indicate status. Listen to voice prompts. Close lid and confirm status remains green.

3) **YEARLY:** The assigned School Nurse will conduct the annual exam: open lid, remove electrodes, then close lid. Confirm status indicator turns red. Open lid and confirm electrode indicator is lit. Reconnect electrodes then close the lid. Ensure expiration date is visible through the clear window of the case and status indicator is green. Open lid and confirm no diagnostic indicators are lit. Check expiration date of the electrodes and packaging for integrity.

**Reference:**

- Cardiac Science Maintenance and Troubleshooting Version 112-2025-008-A
- Procedural Guidelines for Raleigh County School Health Services Automated External Defibrillator Program (2008)

**APPROVED:** June 26, 2014