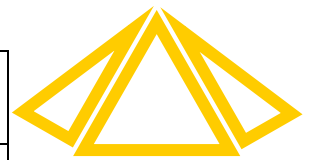


**Sunbeam House Services
Policy Document**

**Title: Automated External
Defibrillator (AED) Policy**

Effective Date: 01 October 2014



Document Control

Policy Title	Automated External Defibrillator (AED) Policy
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1.0 POLICY:

Cardiac First Response (CFR) and Automated External Defibrillator (AED) use within Sunbeam House Services will be carried out in accordance with national and international standards. The programme is supported by statutory and voluntary agencies in Ireland which are involved in pre-hospital emergency treatment and training. The FETAC Level 5 Occupational First Aid (OFA) Standard is in accordance with Safety, Health and Welfare at Work (General Application) Regulations, 2007, Part 7, Chapter 2, First Aid.

Courses and updates will be instructed and updated by Occupational First Aid/Cardiac First Responder instructors in accordance with the Pre-Hospital Emergency Care Council (PHECC) Education & Training Standards 2007 and FETAC Level 6 Occupational First Aid Instructors in accordance with Safety, Health and Welfare at Work (General Application) Regulations, 2007, Part 7, Chapter 2, First Aid.

2.0 SCOPE:

The duty of care within the service extends to all clients and staff. Under No circumstances is an individual or individuals expected to undertake basic life support measures or use of an Automated External Defibrillator (AED) if to do so would compromise their own safety.

When undertaking CPR an individual should take universal precautions and use a barrier device.

3.0 ROLES & RESPONSIBILITIES:

FETAC Level 5 Occupational First Aid training is MANDATORY prior to a person using an Automated External Defibrillator.

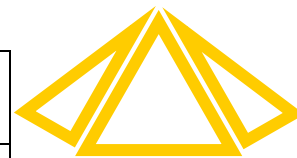
No Individual untrained in AED use should attempt its use.

In order to maintain a readiness to perform CPR and AED interventions effectively the standard interval accepted for retention training is one year after the initial certification. However, as the retention of skills in CPR and the use of an AED are known to rapidly diminish, it is recommended that retention training occurs as frequently as practicable.

FETAC Level 5 Occupational First Aiders who successfully complete the course will be issued with a FETAC Level 5 certificate valid for a two-year period, thereafter further training, presented over at least 1 day, and assessment is necessary for re-certification. Where on occasion a first aider's certificate lapses, if the refresher training is repeated within 90 days of the lapsed date, 1 day refresher training is adequate, if this period is exceeded, the full 3 day training plus assessment is required.

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Occupational First Aid instructors are registered with the Occupational First Aid Assessment Agent (OFAAA) and meet the standards listed in the guidelines on First-Aid at Places of Work and fulfill the requirements of the Safety, Health and Welfare at Work (General Application) Regulations 2007. (S.I. No. 299 of 2007). The instructor must reassess every 5 years, but must also keep up their PHECC CFR certification every 2 years. Each person registered has been issued with a unique registration number. SHS will only use registered training providers to deliver Occupational First Aid training in the workplace. Instructors will maintain a record of training.

Basic Life Support Equipment:

The Automated External Defibrillator will be checked visually on a daily basis as to manufacturer's specifications. A monthly check will also be carried out and signed. Any CFR or OFA provider as delegated by the line manager may do this. A record of the checks must be maintained. Any problems noted with the AED during daily or monthly checks will promptly be reported to Paul Temple 0862644155.

Use of the AED:

Staff members trained and certified as competent, and who feels confident with their skills may use the AED should the need arise.

The individual delivering a defibrillator shock is not necessarily in charge of the cardiac arrest situation; however the individual who initiates shock delivery (AED operator) is wholly responsible for the safe delivery of that shock.

Guidelines for scene management using the AED:

The AED should be left in place and on until the ambulance team arrives. The ambulance team or ACLS/Medical personnel have authority over the emergency scene when they arrive.

On arrival of emergency medical personnel the Cardiac First Responder or Occupational First Aid provider should give a verbal summary of events that have occurred. A Cardiac First Response Report should also be completed and the top copy should go with the patient to the hospital/destination facility. The second copy should remain as a record with the responder organisation. The Cardiac First Response Report is located in the Defibrillator bag.

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