

# DUQUESNE UNIVERSITY

## AUTOMATIC EXTERNAL DEFIBRILLATOR (AED) PROGRAM

*Effective:  
Revised November 2010*

Prepared by: Environmental Health and Safety Department

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### **I. Introduction:**

Sudden cardiac arrest occurs when the heart stops pumping blood to the body. This condition is most often due to an abnormal heart rhythm referred to as ventricular fibrillation. A normal rhythm can be reestablished by providing an electrical shock to the heart. An automated external defibrillator (AED) is a device designed to analyze the victim's heart rhythm and notify the user when to deliver a potentially life-saving shock when necessary. The AED protects against inappropriate shocking-if it detects a proper heart rhythm, a shock will not occur

### **II. Purpose:**

The purpose of this program is to provide responders on the Duquesne University campus with prompt access to AED units in the event of a cardiac arrest emergency. This document identifies the location of all campus AEDs and establishes guidelines for the inspection and maintenance of AED units.

### **III. Scope:**

This program is administered by the Duquesne University Environmental Health & Safety Department (EH&S).

### **IV. Responsible Parties:**

The following responsibilities have been assigned in order to meet the objectives of this program:

#### **EHS Technician**

- Ensures compliance with AED procedures and protocols established by the EHS Department.
- Completes monthly and annual inspections of each AED unit.
- Completes and retains records of AED use, inspection and maintenance.

#### **Public Safety Department:**

- Responds to cardiac arrest emergency calls.
- Maintains current status in all required life saving training.

### **V. AED Equipment & Locations:**

Duquesne University has 35 AED's located in the following areas:  
(see Appendix A for more detail)

Rockwell Hall	Floor 1, NE Entrance
Palumbo	Concourse Level Entrance
Palumbo	Weight Room Entrance
Student Union	Floor 3, Information Center
Student Union	Floor 2, Stairwell
Administration Building	Floor 5, Reception
Administration Building	Floor 2, Chapel
Law School	Student Lounge
Mellon Hall	Floor 1, Elevator

Mellon Hall	Floor 3, Elevator
Bayer	Main Lobby, W Stairwell
College Hall	Floor 2, Entrance
Gumburg Library	Floor 2, Circulation Desk
Fisher Hall	Floor 5, Nursing
Fisher Hall	Floor 4, Speech Pathology
Rangos	Floor 2
Trinity Hall	Floor 2, Handicap Ramp
Power Center	Floor 5, Elevator
Power Center	Floor 4, Elevator
Power Center	Floor 3, Elevator
Power Center	Floor 2, Elevator
Music School	Floor 2, Entrance
Public Safety Vehicle 1	Mobile
Public Safety Vehicle 2	Mobile
Towers	Floor 2
Towers	Football Trainer's Room
St. Martins	Floor 1, Lobby
Vickroy Hall	Floor 1, Lobby
Assumption	Floor 1, Lobby
St. Ann's	Floor 1, Lobby
Brottier Hall	Floor 1, Lobby
Canevin Hall	Floor 1, Lobby
Koren Building	Floor 1, Lobby
Muldoon Building	Floor 1, Patient Care Area
Robert Morris Building	Floor 1, Lobby

With the exception of the AEDS located in Gumberg Library, the School of Nursing, and the Public Safety Patrol Vehicles, the AED units are stored in wall-mounted cabinets marked with appropriate signage. Each cabinet also contains a small pouch filled with AED accessories (pocket mask, nitrile gloves, paramedic scissors, and razor).

**VI. Emergency Response:**

Campus emergencies must immediately be reported to campus police (X2677) who provide the first response. In the event of a cardiac arrest emergency, campus police will respond and assess the situation, call for additional medical support (in the event EMS has not been summoned), and provide aid. Campus police are trained to use AED units and are CPR certified

**VII. AED Response Plan:**

The following protocol should be followed when a cardiac arrest emergency occurs:

1. Check the scene for hazards such as electrical dangers, chemical hazards, dangerous individuals, traffic, or fire or flammable materials.
2. Determine whether the victim is responsive, not breathing, and without a pulse.
3. If victim is not responsive, immediately call campus police X2677 and indicate the location of the victim. If possible, designate an individual to wait at the facility entrance to direct police and EMS to the victim.
4. Call for AED and immediately begin CPR until AED arrives. Once the nearest AED unit is retrieved, begin following AED instructions
5. Upon arrival at the scene, campus police can assess the victim's status and initiate or continue CPR/AED use as necessary.
6. EMS shall take charge of caring for the victim upon arrival.

**VIII. Maintenance:**

The AED units require no calibration or verification of energy delivery. The units perform regular self-tests in order to ensure proper functioning. In order to ensure readiness for use, the following maintenance schedule will be followed for each AED unit:

**Monthly Inspection:**

The EHS Technician will check the condition of each AED unit on a monthly basis. This inspection will be completed to ensure the proper working condition of the units and include verifying proper working order of battery and electrode pads as per confirmation of the status indicators, unrestricted access to machines, and presence of necessary accessories and extra equipment. If the unit is not in proper working order or other conditions exist, immediate action will be taken to rectify the situation.

**Annual Inspection:**

The EHS Technician will check the condition of each AED unit on an annual basis. This check will involve checking the integrity of the electrode pads and unit circuitry and service indicator circuitry.

Records of both monthly and annual inspection will be available through the EH&S Department.

**IX. Reporting Procedures:**

Any use of an AED unit must be reported to the EHS Technician who will keep a report on file including:

- Manufacturer and model number of AED used
- Location of victim when AED was applied
- Date and time of AED use
- Name of AED operator
- Name of person on whom AED was used
- Brief description of circumstances under which AED was used
- Hospital victim was transferred to during response

**X. Training**

Training shall be provided by campus police to interested parties upon request. Floor marshals designated in each building shall receive mandatory AED training on an annual basis.

**Appendix A: Record of Review/Changes**

<b>Date of Review</b>	<b>Changes</b>	<b>Signature</b>