

# DUQUESNE UNIVERSITY

## AUTOMATIC EXTERNAL DEFIBRILLATOR (AED) PROGRAM

*Revised March 2026*

Prepared by: Environmental Health and Safety Department

---

### **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:

#### **Industrial Hygiene Manager**

- Ensures compliance with AED procedures and protocols established by the EH&S Department.
- Oversees 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 63 AEDs located in the following areas:

Administration Building (Floor 1, Outside Chapel Entrance)		Grounds Garage (By Bath Room)
Administration Building (Floor 5, Reception)		Gumberg Library (Floor 3, Health Services)
Assumption Hall (Floor 1, Lobby)		Gumberg Library (Floor 4, Circulation Desk)
Bayer Hall (Floor 1 - Main Lobby - West Stairwell)		Gumberg Library (Floor 5, by Elevator)
Book Store (Forbes Ave., By Cash Registers)		Koren Building (Floor 1, Lobby)
Bushinski Building (Floor 2, Middle)		Laval House (Main Entrance – By Stairs)
Canevin Hall (Floor 1, Lobby)		Law School (Floor 2, Student Lounge)
College Hall (Floor 2, Entrance)		Liebermann Hall (Floor 1, Lobby)
College of Medicine (Floor 1, Entrance)		Mellon Hall (Floor 1, Elevator)
Cooper Building (Floor 1, Lobby Entrance)		Mellon Hall (Floor 3, Elevator)
Cooper Field House (Concourse Level – By PNC ATM)		Mellon Hall (Room E12B - EH&S)
Cooper Field House (Floor 1 – Folino SPC)		MoonLit Burgers (Dining Area)
Cooper Field House (Floor 1 – Main Gym)		Muldoon Building (Floor 1, Main Corridor)
Cooper Field House (Floor 1 - Main Gym Storage Room)		Music School (Floor 2, Seitz Street Entrance)
Cooper Field House (Floor 1, Small Gym 122)		Power Center (Floor 2, Elevator)
Cooper Field House (Bowling Team)		Power Center (Floor 3, Elevator)
Cooper Field House (Cross Country Team)		Power Center (Floor 3M, Elevator)
Cooper Field House (Row Team)		Power Center (Floor 4, Elevator)
Cooper Field House (Track and Field Team)		Power Center (Floor 5, Elevator)

Cooper Field House ( <i>Triathlon Team</i> )		Public Safety Building ( <i>Front Waiting Area</i> )
Des Places Hall ( <i>Floor 1, Elevator Area</i> )		Public Safety Building ( <i>Vehicle 1</i> )
Des Places Hall ( <i>Floor 1, Mail Room</i> )		Public Safety Vehicle ( <i>Vehicle 2</i> )
Duquesne Student Union ( <i>Floor 2, Stairwell Entrance</i> )		Public Safety Vehicle ( <i>Vehicle 3</i> )
Duquesne Student Union ( <i>Floor 3, Stairwell Entrance</i> )		Rangos School of Health Sciences ( <i>Floor 2, Lobby</i> )
Duquesne Towers ( <i>Floor 1, Elevator Area</i> )		Rockwell Hall ( <i>Floor 1, Boyd Street Entrance</i> )
Duquesne Towers ( <i>Room 101</i> )		Rockwell Hall ( <i>Room B4</i> )
Duquesne Towers ( <i>Room 101 – Football Team</i> )		St. Ann Hall ( <i>Floor 1, Lobby</i> )
Duquesne Towers ( <i>Floor 2, Rooney Field Entrance</i> )		Tobin Building ( <i>Floor 2, Rear Office Area</i> )
Duquesne Towers ( <i>Swimming Pool</i> )		Tribone Building ( <i>Floor 2, Stairwell</i> )
Fisher Hall ( <i>Floor 4, Speech-Language Pathology</i> )		Trinity Hall ( <i>Floor 2, Handicap Ramp</i> )
Fisher Hall ( <i>Floor 5, Nursing</i> )		Vickroy Hall ( <i>Floor 1, Lobby</i> )
Genesius Theatre ( <i>Main Entrance</i> )		

All AEDs are stored in wall mounted cabinets with the following exceptions: Duquesne Towers (Room 101), Cooper Field House (*Main Gym Storage & Athletic Teams*), Gumberg Library, the School of Nursing, Laval House, and the Public Safety Patrol Vehicles. Each AED has a small pouch filled with AED accessories (pocket mask, nitrile gloves, scissors, razor, sterile gauze & alcohol wipes).

**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, 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 to ensure proper functioning. To ensure readiness for use, the following maintenance schedule will be followed for each AED unit:

**Monthly Inspection:**

EH&S will inspect 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:**

EH&S will inspect the condition of each AED unit on an annual basis. This inspection 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 EH&S. A report will be kept on file detailing:

- 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. It is recommended that Floor marshals designated in each building receive AED training on an annual basis.