I. PURPOSE

To establish procedures for the use of the Automated External Defibrillator (AED).

II. POLICY

The Harford County Sheriff's Office is committed to providing a safe environment for all citizens. In keeping with this goal, it shall be the policy of the Agency to provide Automated External Defibrillators for use by Agency members and to ensure members receive proper training in the use of the AED.

III. DEFINITIONS

Automated External Defibrillator (AED): An electrical apparatus that can detect certain life threatening arrhythmias in the heart and deliver controlled shocks. The shocks are delivered through electrode pads that are placed on the chest of the patient who is suffering from a cardiac arrest.

Cardiac Arrest: A state in which effective circulation of the blood throughout the body ceases, due to inability of the heart to contract effectively and maintain circulation; this condition causes the person to become unresponsive, with no palpable pulse or spontaneous breathing.
Harford County Sheriff's Office  
Policy # MAN4900: Automated External Defibrillator (AED)

4900.1 GENERAL  
4900.1.1 Automated External Defibrillator (AED) usage shall be used ONLY when the patient is in cardiac arrest (pulseless, not breathing, and no spontaneous movement).

4900.2 CONTRAINDICATIONS  
4900.2.1 The AED SHALL NOT be used in the following situations, unless stated otherwise:  
4900.2.1.1 A patient who has a valid Maryland EMS/DNR order-Option A, who has loss of spontaneous respiration and palpable pulse.  
4900.2.1.2 A patient who has a valid Maryland EMS/DNR order-Option B.

4900.3 PRECAUTIONS  
4900.3.1 The following precautions should be considered prior to use of the AED:  
4900.3.1.1 Ensure that the patient and the environment are dry.  
4900.3.1.2 The patient shall be moved into a dry area whenever evidence of rain, snow, excessive amounts of blood or other bodily fluids are present, which creates a puddle around the patient.  
4900.3.1.2 DO NOT TOUCH THE PATIENT WHILE THE AED IS ANALYZING THE PATIENT OR CHARGING.  
4900.3.1.3 Never defibrillate a patient in or on a moving vehicle, boat or while moving the patient.  
4900.3.1.3.1 NOTE: CPR still preformed in above situation.

4900.4 OPERATIONAL PROCEDURES  
4900.4.1 The operator shall:  
4900.4.1.1 Verify unresponsiveness.  
4900.4.1.2 Activate EMS.  
4900.4.1.3 Check for absence of pulse and breathing.  
4900.4.1.4 Initiate CPR and deploy AED as per training.  
4900.4.2 Do not initiate operational procedures if the following:  
4900.4.2.1 Presumed Dead on Arrival (PDOA).  
4900.4.3 Presumption of Death in the field should only be considered in the following instances:  
4900.4.3.1 Decapitation.  
4900.4.3.2 Decomposition.  
4900.4.3.3 Rigor Mortis.  
4900.4.3.4 Other obvious signs of death.  
4900.4.4 The AED electrode pads are disposable and remain with the patient, unless otherwise directed by the EMS/Fire personnel.  
4900.4.5 The deputy shall obtain a replacement set of electrode pads from the responding EMS/Fire unit prior to leaving the scene and place same in the AED unit that was used, if feasible.
4900. 5 REPORTING
4900.5.1 Whenever an AED has been utilized the operating deputy shall:
4900.5.1.1 Notify EMS if a shock was advised and how many shocks were
administered.
4900.5.1.2 Notify the Safety Team group via email of the incident.
4900.5.1.3 Download the AED using the AED download cable per printed
instructions.
4900.5.1.4 Print the AED Download report.
4900.5.1.5 Complete the MIEMS AED report form for cardiac arrests and all other
incident reports as needed.
4900.5.1.6 FAX the MIEMS AED report and download report to MIEMS (as dictated
on the AED report).
4900.5.2 Completed MIEMS AED and download reports shall be sent to the Safety
Team Coordinator via inter-office mail.
4900.5.3 AED reports shall be maintained a minimum of five (5) years.

4900. 6 MAINTENANCE
4900.6.1 The AED shall be visually inspected on every shift.
4900.6.2 If the AED indicates that a service representative should be contacted or if a
battery is low or faulty, the deputy shall immediately contact a Safety Team member
via the Safety Team email group.
4900.6.3 The AED shall be removed from service until a replacement unit is available
or the unit is serviced.
4900.6.4 A minimum of two sets of adult electrode pads and one pediatric pad shall
be maintained with the AED at all times.
4900.6.5 Supervisors shall inspect and note on monthly inspection the condition of
the AED of personnel under their command.

4900. 7 TRAINING
4900.7.1 All members issued an AED shall attend an initial eight (8) hour training
program.
4900.7.2 In the event of protocol changes or a change in standards all deputies trained
in AED, regardless of rank, shall be required to attend a mandatory roll call session.
4900.7.2.1 This will only occur if the change is in written form and does not change
the current skill portion.
4900.7.3 In the event of a change in the skill requirement, deputies may be required
to attend a skills training session.
4900.7.4 If a change in the skill requirement requires additional training, the Safety
Team coordinator shall schedule training sessions with the Training Academy.

4900.8 SAFETY TEAM COORDINATOR
4900.8.1 Shall be a member of the Safety Team and shall be assigned at the discretion
of the Sheriff.
4900.8.2 Shall work with the other CPR instructors to conduct the initial AED
training and any subsequent training.
4900.8.3 Shall maintain copies of all AED and download reports.
4900.8.4 Shall maintain records for a minimum of five years.
4900.8.5 Shall act as the liaison for the Harford County Sheriff's Office between the Harford County Volunteer EMS and the Maryland Institute for Emergency Medical Services System (MIEMS), regarding all issues dealing with the AED.

Reference: CAI.EA – N/A