

**MOUNT DESERT ISLAND REGIONAL HIGH SCHOOL
SCHOOL-BASED DEFIBRILLATION PROCEDURE**

Purpose:

For a medical emergency involving an unresponsive victim on MDIHS school grounds

- Activate the EMS/911 system
- Request and dispatch on-site trained assistance to victim
- Request and dispatch on-site AED to location of victim

Policy:

During School Hours:

The main office functions as the central command center for emergencies requiring AED. The primary methods of emergency communication are telephonic and walkie-talkie. The main office will have a list of AED trained users, will notify at least two to report to the scene of the emergency, as well as the principal and vice principal to minimize interference with delivery or emergency care by bystanders/students.

Anyone alone with an unresponsive victim should:

- Contact the main office by the fastest method (telephone, walkie-talkie, or in person) and report the location of the victim and the nature of the emergency and
- Request or retrieve the closest AED if possible, a trained user should operate the AED.

If not alone, remain with victim and assign a person to contact the main office and retrieve the closest AED.

Main office:

- Calls (9) 911 to activate EMS system and determines specific location to meet EMS (answers all dispatch questions and hangs up last)
- Sends custodian or designee to meet EMS at specified location and direct to scene. Arranges classroom coverage as needed. Notifies school nurse, principal and vice principal.

Trained AED users will be listed as follows:

Persons who have successfully completed training in an approved American Red Cross or American Heart Association AED course or who are currently certified in CPR.

CPR/AED trained individuals will:

- Report immediately to scene
- Retrieve closest AED en route to bring to the scene
- First trained AED rescuer begins CPR and defibrillation as indicated

School administrator administers crowd control at scene as appropriate. All students and bystanders (other than responders involved in emergency) en route should be directed to proceed to next class; all others should remain in classrooms.

Outside School Hours:

Sign will be posted at main entrance to school, in gymnasium and auditorium noting location of AED. Sign by AED cabinet will instruct bystander to call 911 and report emergency. If possible, a trained user should utilize the AED.

A. Location

The AED device shall be kept in an alarmed wall cabinet outside the principal's office. The AED will be the responsibility of the school nurse. The Bar Harbor EMS will be notified of existence and location of AED.

B. Maintenance

See the manufacturer's Operating Instructions Manual for detailed maintenance information and instructions. The school nurse responsible for the AED will perform and document on AED log sheet.

Daily and after each use

- Check readiness display for 'ok' or service indicator displayed
- Visually inspect AED: proper location, clean, no tampering
- Initial daily log

After each use

- Inspect exterior for dirt or contamination and clean if needed
- Check station inventory, and restock as needed

If the unit needs immediate service or supplies, remove from service and notify Medtronic Representative. If the unit is still operational but requires service or supplies will expire soon, school nurse should make arrangements to service AED promptly.

C. Use of AED

1. Early access to EMS (911)

Assess responsiveness-tap victim and shout "Are you OK?"

If unresponsive, activate emergency response system

- If alone, Activate EMS by calling (9) 911 and get AED
- If not alone, stay with victim and assign someone to:
 - Activate EMS by calling (9) 911
 - Get AED

When Activating 911, provide: location, telephone number, nature of emergency, what aid is being provided (ex. "We're using an AED")

2. Early CPR

Check ABC's (Airway, Breathing, Circulation)

If no breathing, provide rescue breathing

If no circulation:

- If AED is immediately available, attempt early defibrillation
- If AED is not immediately available, perform CPR and prepare to attempt defibrillation when AED arrives

3. Early Defibrillation

NOTE:

- DO NOT USE AED ON VICTIM < 8 YEARS OLD OR ,55 LBS/25 KGS
- REMOVE VICTIM FROM CONTACT WITH WATER AND DRY CHEST

- Power on AED
 - Attach AED electrodes to victim's bare chest
 - Allow AED to analyze (do not touch victim)
Clear victim during analysis ("I'm clear, you're clear, everyone's clear")
 - If advised to shock (do not touch victim)
Clear victim (I'm clear, You're clear, everyone's clear")
 - Press shock button
 - Continue to follow EMS prompts until EMS arrives
4. Early Advanced Care
- EMS takes charge of victim after arrival
 - Provide victim information to EMS: name, age, known medical problems, details of incident, victim condition and aid provided (incl. number of shocks administered)
 - Electrodes remain in place on victim (detached from device); school's AED remains in school and is returned to the school nurse.
5. Post-incident

Any time defibrillator pads are attached to a patient:

- Responder notifies school nurse. Nurse notifies school physician
- School nurse documents additional information relating to incident as appropriate.
- School nurse takes AED out of service. Any AED data will be downloaded or printed from AED by or under the direction of the school physician.
- Before AED is entered back into service, school nurse will inspect, clean if needed and restock AED station (according to "maintenance" above).
- The school physician will conduct a post-incident review and debrief those involved with the incident.

MDIHS AED Station Inventory

1 AED
1 installed battery
1 pocket facemask
1 razor
1 pair of scissors
2 sets of gloves
1 5x7 gauze
1 operating instructions card (in case)
1 storage cabinet (if mounted station)

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