

Chapter 37: [Emergency Management](#)

Automatic External Defibrillator Program Description

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URL: <https://www-group.slac.stanford.edu/esh/eshmanual/references/emergencyProgramAED.pdf>

1 Purpose

The purpose of this program is to improve the chances of survival for anyone suffering a sudden cardiac arrest by supplying *automatic external defibrillators (AEDs)*. The program covers purchasing, installing, maintaining, and using AEDs. The program and its requirements apply to workers, line management, Occupational Health, Security and Emergency Management, and the AED program coordinator.

1.1 Background

A person who has just gone into sudden cardiac arrest (heart attack) is most likely in urgent need of *defibrillation*, the delivery of a metered electrical charge to restore normal rhythm to the heart. Applying defibrillation as soon as possible is critical for improving the victim's chances of survival.

An *automatic external defibrillator (AED)* allows the first persons on the scene to defibrillate the victim in the first critical moments after a heart attack. The device, which attaches to the victim's chest, assesses the heart's rhythm and prompts the user to deliver a shock if needed. The devices are designed to be easy to use and include all the necessary prompts and instructions.

2 Roles and Responsibilities

2.1 Program Coordinator

- Serves as point of contact
- Coordinates purchase and installation
- Approves installation of AEDs
- Sets training standards
- Coordinates training of SLAC employees

2.2 Security and Emergency Management Department

- Covers inspection and maintenance costs
- Inspects AEDs monthly

- Brings used AEDs to the Occupational Health Center for inspection and once approved returns to original location
- Maintains records

2.3 Occupational Health Center

- Reviews and approves training
- Reviews and approves the protocols of AED use
- Certifies devices
- Reviews every event in which an AED is used and is available to conduct post-incident sessions for SLAC employees involved in AED use
- Inspects and approves each AED after it has been used, before the unit is returned to original location

2.4 Line Management

- Contacts the program manager if interested in installing an AED
- Covers purchase costs

2.5 Worker

- In case of sudden cardiac arrest (heart attack), calls 911 then uses AED according to training and instructions on the device

3 Training

The following training is recommended for SLAC employees:

- None

4 Forms

The following forms and systems are required by these requirements:

- None

5 Recordkeeping

The following recordkeeping requirements apply for these requirements:

- The Security and Emergency Management Department maintains inspection records

6 References

[SLAC Environment, Safety, and Health Manual](#) (SLAC-I-720-0A29Z-001)

- [Chapter 37, “Emergency Management”](#)
 - [Automatic External Defibrillators \(AEDs\)](#) (includes links to product brochures and a map showing AED locations)
 - [SLAC AED GIS](#)

Other SLAC Documents

- [SLAC Occupational Health Center](#)