



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
DIRECTORATE OF EMERGENCY SERVICES  
1901 MAHONE AVE, BLDG 9203  
FORT LEE VA 23801

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**STANDARD OPERATING PROCEDURE (SOP)**

**PUBLIC ACCESS DEFIBRILLATOR (PAD) PROGRAM**

1. **PURPOSE:** To establish a SOP on Fort Lee for Public Access Defibrillator (PAD) Program, regarding the prescriptive authority, standardization, placement, and use of Automatic External Defibrillators (AED).
2. **APPLICABILITY:** This SOP applies to the United States Army Combined Arms Support Command and Sustainment Center of Excellence, Fort Lee, and to all organizational elements and installation activities. This SOP also applies to all individuals on Fort Lee including active duty military, civilian employees and visitors.
3. **REFERENCE:** AR 40-3 Medical, Dental and Veterinary Care
4. **RESPONSIBILITIES:**
  - a. Responsibilities for AED Plus program rests with the senior commander.
  - b. The responsibility for ensuring compliance with this SOP rests with the supervisor or commander of each tenant unit or directorate. As a tenant unit commander, the Military Treatment Facility (MTF), Kenner Army Health Clinic (KAHC) commander bears responsibility for all AED(s) deployed only within the MTF KAHC.
  - c. Commanders, Command Sergeants Major, and Directors will inform Soldiers and Civilians in their organization of this SOP and will strictly enforce this SOP within their area of control.
  - d. Fort Lee Fire and Emergency Services (F&ES) designated Operational Medical Director (OMD) will maintain prescriptive authority and sign off on the PAD program.
5. **PROCEDURES:**
  - a. A single vendor will be utilized to standardize training, type and brand of AED.
    - (1) Zoll AED Plus, standardized access key, cabinetry, and mounting hardware shall be utilized under the installation PAD program.

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(2) Acquisition of AED(s), standardized access key, cabinetry and mounting hardware shall be accomplished by the commander of each tenant unit or directorate for current facilities. New construction will meet PAD requirements.

b. AED(s) shall be centrally located and easily accessible for trained personnel to obtain in the event of an emergency (i.e. near elevator, fire extinguisher, lobbies).

c. Bi-annual quality assurance reviews shall be conducted with prescriptive OMD and F&ES.


d. Prescriptive OMD AED data review and electrocardiograph tracing of the victim will be conducted after each use.

e. Training/certifying personnel for use of an AED will be IAW American Safety & Health Institute Guidelines (ASHI). F&ES will conduct two monthly Adult/AED training classes. Course completion cards will be provided by F&ES.

f. For AED training information call the Assistant Chief of EMS at 765-3967.

g. Building managers will visually inspect assigned AED(s) monthly and report deficiencies to F&ES.

6. This SOP supersedes Fort Lee Policy No. 8-07, dated Apr 26, 2017.

  
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Director/Provost Marshal