



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
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IMHU-ZA

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: POLICY 19-54 - Automated External Defibrillators (AED)

1. References.

- a. AR 40-3, Medical, Dental and Veterinary Care, 23 Apr 2013.
- b. AR 40-61, Medical Logistics Policies, 28 Jan 05.
- c. Public Law 106-505, Public Health Improvement Act, 13 Nov 00.
- d. Title 42, United States Code, Section 238q: Liability regarding emergency use of automated external defibrillators.

2. Purpose. This policy establishes protocols for the use of the AEDs to ensure they are readily available, properly maintained, and properly accounted for on the Fort Huachuca military installation. This policy also describes the AED placement guidelines, lifecycle replacement, software updates and procurement of AEDs.

3. Applicability. This policy applies to all Fort Huachuca personnel who witness a cardiac arrest or other resuscitative emergencies requiring the use of AEDs and to those responsible for maintaining resuscitative equipment and supplies.

4. Explanation of Abbreviations and Terms.

a. The AED is a self-testing, battery operated, automated external defibrillator. After applying the AED electrodes to the patient's chest, the AED automatically analyzes the patient's electrocardiogram (ECG) and advises the operator whether to push the button and deliver a shock.

b. The Program Administrator is the Directorate of Emergency Services (DES), Fire and Emergency Medical Service Division.

c. The Organization/Agency Program Coordinator is the person appointed by their respective command to implement the program within their organization.

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d. The Area Supervisor is the person appointed by the Program Coordinator to implement the program within their area of responsibility.

5. Responsibilities.

a. The Program Administrator:

(1) Assist in guiding the Directorate/Agency Program Coordinators in ensuring AEDs are properly placed, lifecycle replacements are scheduled, software updates are conducted, AED training is accomplished, and AEDs within the areas of responsibility are properly accounted for on Directorate/Agency property books.

(2) At least annually, review this policy and the protocols established herein, and recommend changes as necessary. Ensure Organization/Agency Program Coordinator(s) comply with inspection criteria established by the Installation Safety Officer (ISO).

(3) Periodically review the commercial market for new AED technologies and make recommendations for their acquisition as appropriate.

(4) Periodically check with manufacturer(s) to determine if the AED has been recalled and inform Organization/Agency Program Coordinators and RWB Health Center maintenance.

b. Installation Safety Managers:

(1) Conduct inspections in medium and high risk facilities. If there is an AED in one of those facilities, the Safety Office will identify any issues with the AED on the Safety Deficiency Report.

c. Organization/Agency Program Coordinator:

(1) Has the authority to manage the program for their organization and responsibility to ensure implementation of the AED program.

(2) Appoint Area Supervisors to monitor the AED program in their areas of responsibility.

(3) Provide guidance and oversight of Area Supervisors to ensure the AEDs are tested; software updates are conducted; AEDs are located in areas which best serve public health; AEDs are inspected according to the annual SASOHI schedule; accounted for on property books; and recorded in Raymond W. Bliss (RWB) Medical Maintenance database. The contact phone number for RWB Medical Maintenance is 520-533-5097.

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- (4) Responsible for securing resources to purchase, maintain, and install AEDs.
- (5) Keep an inventory list of all their AEDs using inventory list at Appendix A.

d. Area Supervisors:

- (1) Conduct annual AED inspection checks.
- (2) Maintain written records of all AED make, model, and serial numbers in areas of responsibility and ensure AED information is current in the RWB Health Center medical maintenance database.
- (3) Maintain equipment according to manufacturer's recommendations and maintain an adequate inventory of supplies.
- (4) Periodically conduct self-test of AEDs to ensure serviceability.
- (5) Implement a training program and coordinate AED training of selected personnel. Ensure that select personnel, who work in areas where AEDs are located, receive AED operation training and adhere to this policy. Training will be coordinated through DES/MEDDAC. AED operation training, at a minimum, will include Basic Cardiopulmonary Resuscitation (CPR) training, which includes AED training that reviews each step listed on the AED instruction card.
- (6) Examine AEDs monthly; document the AED maintenance; and replace the AED pads after use.

e. RWB Army Health Center Medical Maintenance.

- (1) Perform required maintenance and software updates on AED units IAW manufacture guidelines.
- (2) Maintain database of AED locations to include model, make, manufacturer and serial number.

6. Emergency Response Alert System: Each organization/agency with an AED device is responsible for having an internal emergency response plan that ensures all staff members are familiar with their role in the event of a medical emergency.

a. The individual discovering an unresponsive person or witnessing a perceived cardiopulmonary emergency will:

- (1) Evaluate the unresponsive person to confirm a cardiopulmonary emergency.
- (2) Initiate cardiopulmonary resuscitation procedures, if trained.

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(3) If administering CPR, have another person immediately call 911.

(4) Follow AED activation instructions whether CPR is initiated or not.

b. Following any AED discharge, the Area Supervisors will ensure the AED is available to the Medical Maintenance Section.


7. Legal Aspect:

Good Samaritan Law: Any person who uses or attempts to use an AED device on a victim with a perceived life-threatening medical condition that requires an immediate medical response regarding the heart or other cardiopulmonary functioning of the individual may qualify for immunity from civil liability, pursuant to Title 42, United States Code, Section 238q, for any harm to the individual as a result of the use or attempted use of the AED device. These persons may also qualify for immunity from similar liability pursuant to the Arizona Good Samaritan Act.

8. The proponent for this policy is the Directorate of Emergency Services, Fire and Emergency Medical Services, 520-533-2116.

9. This memorandum supersedes policy memorandum USAG, IMHU-ZA, subject: POLICY 17-016 – Automated External Defibrillators (AED), dated 13 October 2017.

Encl



CHAD O. RAMBO
Colonel, MI
Commanding

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APPENDIX A
AED Maintenance Checklist

AUTOMATED EXTERNAL DEFIBRILLATOR MAINTENANCE CHECKLIST								
YEAR:			AREA:			POC:		
	DATE	MONTHLY: STATUS INDICATOR LIGHT GREEN	ANNUALLY: OPEN AED LID STATUS LIGHT RED- AFTER 5 SEC GREEN	TWO SETS OF PADS/CHECK EXP DATE	AED PAD INSPECION DATE	LISTEN FOR VOICE PROMPTS	CLOSE LID. STATUS LIGHT GREEN	POCKET MASK WITH ONE-WAY VALVE
1								
2								
3								
4								
5								
6								
7								
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9								
10								
11								
12								