DEFIBRILLATOR POLICY

Redwood NS

E45XP58

Introductory Statement

This policy was drawn up by the AED Response Team (Michelle Hogan & Helena Darcy) in conjunction with the Board of Management of Redwood N.S

Rationale

The school purchased an Automated External Defibrillator (A.E.D.). The defibrillator contains special computer software that can analyse the cardiac rhythm and deliver a shock ONLY if the heart requires it

A “chain of survival” is based on 4 links – Early Access, Early C.P.R., Early Defibrillation and Early Advanced Care. Establishing an A.E.D. Responder Programme can strengthen the first 3 links of the “Chain of Survival” in our school.

Definitions

Automated External Defibrillator (AED): An AED is a computerised medical device that analyses heart rhythm to detect cardiac arrest and delivers an electric shock to the heart if necessary.

Cardiac arrest: A significant life threatening event when a person’s heart stops or fails to produce a pulse.

Aims & Objectives

To provide an A.E.D. Responder Programme in our school

To ensure that the A.E.D. is placed in a specific location & that responders are trained in C.P.R. and in the use of the A.E.D.

Roles & Responsibilities

The AED Response Team are Principal Michelle Hogan, Vice Principal Helena Darcy and SNA Paula Sullivan or their replacements in their absence. They have received training in the use of C.P.R. and AED. They have been accredited with certificates. A number of parents and members of the local community have been trained in the use of CPR and the AED also. A full list of trained operators and phone numbers are in Appendix A. Only those people trained in the use of the AED and administration of CPR and have up to date certificates are authorised by the B.O.M. to use the AED.

AED Management

The Principal, Michelle Hogan serves as the co-ordinator and will assist and liaise with teachers and Board of Management about AED management in school; this includes AED equipment location, updates to legislation and regulation, training, procedures, documentation and all other aspects of the AED. The Principal is responsible for the arrangement of routine (weekly) inspections of the AED as a trained AED staff member. The AED is located in the school hallway.

Procedures

In the event of cardiac arrest in a child or an adult on school property or in the immediate vicinity the following procedure will apply

A member of the AED Response Team will be summoned.

The assisting adult will gather all the children in available classroom.

Having assessed the situation a call will be made to emergency services and C.P.R. will commence (See appendix B)

The AED Response Team Member will proceed with C.P.R. until the A.E.D. arrives. This will then be used until medical help arrives or until the responder is no longer able to continue

The AED will be stored at all times on shelf in hall of the school building and will be marked accordingly

Counselling will be sought for responders and pupils if necessary to “debrief” after an event.

Resources

The A.E.D will be stored in the hallway in the school building on shelf.

The carrying case contains four items:

1. The AED itself, including a set of electrodes within the lid of the unit

2. In a pocket, spare electrode set(s) (Pads)

3. In a pocket, within a sealed transparent plastic bag, a set of assistive equipment: Razor, Towel, Wipes, Shears, Mask & Gloves

4. A hard copy of this document

The First Aid Shelf is located in marked press in staffroom.

A.E.D. Response Team Member Certificates are in Appendix E .

These are valid for a period of 2 years. However A.E.D. providers will complete an A.E.D. skills check at the start of each school year.

Documentation

This policy should be reviewed annually or more often as necessary and should be available to all parents.

A current list of trained AED operatives including their mobile phone numbers should be posted alongside the equipment in the hall with this policy.

The operating manual of the AED unit should be included in Appendix B in the form of a PDF document protected against unsolicited copying and printing

Evaluation

The success of this policy is measured from a set criteria:

Positive feedback from staff, parents, B.O.M.

Competent use of C.P.R. and A.E.D. in the event of cardiac arrest by the A.E.D. Response Team

Link to Emergency Services

|  |  |
| --- | --- |
| Emergency Number | 112 / 999 |
| Portiuncla Hospital, Ballinasloe | 090 9648200 |
| Midlands Hospital, Tullamore | 057 9321501 |

Other Information:

The survival chances of a cardiac arrest victim are improved significantly by rapid intervention, initially by First Aiders, then by the Ambulance Service. The casualty will only benefit IF both the operative and the AED unit arrive at the casualty very soon after the incident is identified, usually by teachers or pupils.

Similarly, the ambulance service needs to arrive promptly and therefore needs to be alerted as soon as possible, but not before the AED unit has been called for.

Appendix A

AED (Automated External Defibrillator) Authorised User List

and Contact numbers in case of cardiac event

|  |  |  |
| --- | --- | --- |
| NAME |  | MOBILE |
| Michelle Hogan | Principal | 086 8834083 |
| Helena Darcy | Teacher | 087 9608477 |
| Paula Sullivan | SNA | 087 4478115 |
| Pauline McIntyre | Learning Support | 083 3841938 |
| EMERGENCY CONTACT |  |  |
| Caitriona Duggan | Mother | 087 9312556 |
| Denis Duggan | Father | 086 1681848 |
| Geraldine Duggan | If mother / father unavailable | 087 2878230 |
| Birr Ambulance Station |  |  |
| Ballinasloe Hospital |  | 090 9648200 |
| Family Doctor | Dr. Rory Glynn | 067 27106 |

Appendix B - AED Operating Manual

Procedure for CPR and use of AED

* Clear the area
* Check for responsiveness- tap shoulders, call the child’s name, check for breathing
* Call for help
* Strip chest (cut off jumper if necessary)
* Start compressions
* Person assisting calls 999/112 and bring AED immediately

Compressions:

* Open clothes off chest
* 1.5” depth of compressions for a child
* Along the nipple line- on the breast bone
* Use heel of right hand, heel of left hand on top, fingers linked
* Give 30 compressions in 18 seconds, then give 2 breaths- the chest should rise (no longer than 10 seconds then back to compressions)

30 more compressions, 2 breaths

(Giving breaths-Hand on forehead, pinch the nose- other hand under chin, tilt it up

Give 2 breaths – 1 second between each)

Continue for 5 cycles, swap with partner

Using the AED:

1. Turn on AED
2. Apply Pads
3. Plug in Pads
4. Follow instructions to give shock (All clear)
5. Begin compressions again if person is still unresponsive
6. Follow direction of AED to give next shock

IF THE PERSON RESPONDS, TURN THEM ONTO THEIR SIDE INTO THE RECOVERY POSITION

Appendix C

Phone Procedure

* First AED responder begins CPR immediately
* Assisting adult brings all children into other available classroom
* If only one other adult assisting- bring AED to teacher carrying out CPR- then get the phone, return immediately to the remaining pupils.
* If more than one adult assisting, one stays with children while the other helps with CPR
* Assisting person (teacher/secretary) phones local First Responders to come and assist with the CPR
* When an extra assisting AED responder arrives, these adults then help teacher work on CPR and one adult remains in other classroom with pupils.

Appendix D

System for periodic inspection of AED units

* By Principal Michelle Hogan, or in her absence, by Helena Darcy or the next teacher in charge with responsibility.

1. Inspection process including criterion for pass/fail
2. Inspection checklist – see attached
3. Procedure for check on weekly checklists and follow up actions
4. Register of inspections and follow up actions

AED Inspection Record Sheet

Date: Time:

Inspected by: AED Identification:

Inspection Checklist (Please tick)

|  |  |  |  |
| --- | --- | --- | --- |
|  | PASS | FAIL | |
| Status Indicator is GREEN in colour |  | |  |
| Exterior / Cables |  | |  |
| Nothing stored on top of unit |  | |  |
| Carry case is intact and clean |  | |  |
| Exterior of AED is clean and undamaged |  | |  |
| Cables clean / undamaged |  | |  |
| Cables securely attached to unit |  | |  |
| Pair electrodes present and attached to cables |  | |  |
| Pair attached electrodes in date |  | |  |
| Battery |  | |  |
| Battery present and attached to unit |  | |  |
| Battery in date |  | |  |
| Battery charged for use |  | |  |
| Supplies |  | |  |
| Two sets spare electrodes present |  | |  |
| Electrodes in sealed packages and in date |  | |  |
| Razor |  | |  |
| Towel |  | |  |
| Wipes |  | |  |
| Shears |  | |  |
| Mask |  | |  |
| Gloves (medium / large) |  | |  |
| Operation |  | |  |
| Unit self-test as per instructions |  | |  |
| 1. visual indicators |  | |  |
| 2. verbal prompts |  | |  |

Signature:

Appendix E

AED Response Team Member Certificates

|  |  |  |
| --- | --- | --- |
| NAME | DATE TRAINED | EXPIRY DATE OF CERT |
| Michelle Hogan | Jan 2019 | Jan 2021 |
| Helena Darcy | 24 April 2018 | 23 April 2020 |
| Paula Sullivan | Jan 2019 | Jan 2021 |
|  |  |  |
|  |  |  |

This Policy shall be reviewed annually or more regularly if deemed necessary.

This Policy was ratified on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dated: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Kathleen Gleeson Michelle Hogan

Chairperson Principal

Board of Management Redwood National School