

DEPARTMENT OF HEALTH SERVICES
COUNTY OF LOS ANGELES

SUBJECT: **PUBLIC SAFETY AED SERVICE PROVIDER
PROGRAM REQUIREMENTS**

REFERENCE NO. 413

PURPOSE: To establish policies and procedures for Public Safety AED Service Providers in Los Angeles County.

AUTHORITY: Health and Safety Code Sections; 1797.170, 1797.190, 1797.196
California Code of Regulations, Title 22, Division 9, Chapter 1.5 Sections
100005 - 100016, 100018 - 100028. Penal Code Sections 830 – 830.65

DEFINITIONS:

AHA ECC: American Heart Association Emergency Cardiovascular Care

Automated External Defibrillator (AED): An external defibrillator capable of cardiac rhythm analysis that will charge and deliver a shock, either automatically or by user interaction, after electronically detecting and assessing ventricular fibrillation or ventricular tachycardia.

Authorized Individual: Public safety personnel employed by a public safety AED service provider who has met the training requirements and is authorized to use an AED.

CPR: Cardiopulmonary Resuscitation

EMT (Emergency Medical Technician): An individual who is currently certified in California as an EMT.

Public Safety AED Service Provider: An agency or organization approved by the EMS agency and is responsible for and authorizes public safety personnel to operate an AED for the purpose of providing services to the general public.

Public Safety Personnel: Firefighter, lifeguard or peace officer (as defined by section 830 of the Penal Code) not employed as an EMT.

PRINCIPLES:

1. All public safety AED service provider agencies shall meet State regulations and established EMS Agency Policies.
2. Only agencies or organizations that employ public safety personnel are eligible for approval as a public safety AED service provider.
3. An approved public safety AED service provider and their authorized personnel shall be recognized statewide.

EFFECTIVE DATE: 04-01-09

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REVISED: 07-01-13

SUPERSEDES: 04-01-09

APPROVED:


Director, EMS Agency


Medical Director, EMS Agency

4. Agencies that employ both public safety and EMT personnel and seek approval as an AED service provider, must comply with the policy requirements for each entity.

POLICY:

I. Approving Authority

The EMS Agency shall be the approving authority for all public safety AED service provider programs whose headquarters are located within Los Angeles County.

II. Program Approval

The EMS Agency:

- A. Shall notify the applicant within ten (10) working days that the application was received and specify what information, if any, is missing or deficient.
- B. Shall review and approve first aid and/or CPR/AED training programs which are not approved by American Heart Association (AHA), American Red Cross (ARC), Peace Officer's Standards and Training (POST) or the EMS Authority.
- C. May conduct a site survey prior to approval.
- D. Shall provide written approval authorizing AED services within fourteen (14) working days, when all requirements have been met,.
- E. May revoke or suspend a public safety AED program, prohibiting the use of AEDs, if the public safety AED service provider:
 1. Is found to be out of compliance with applicable State regulations and/or EMS Agency policies, procedures or reporting requirements.
 2. Fails to correct identified deficiencies within the specified length of time after receiving written notice from the EMS Agency.

III. Program Staff Requirements

Each program shall designate a program coordinator.

A. Requirements

An individual designated by the chief or general manager of the public safety AED service provider organization or agency.

B. The duties shall include but are not limited to:

1. Program management.
2. Data collection.

3. Annual report submission.
4. Ensuring a California licensed physician, physician assistant, registered nurse or paramedic, who has the ability to interpret ECG rhythms, will timely and competently:
 - a. Review all cases where an AED was applied.
 - b. Review system performance.
 - c. Make recommendations, as indicated, for modification of system design, performance protocols or training standards designed to improve patient outcome.
5. Complying with department and EMS Agency policies and procedures.

IV. Program Requirements

A. Initial Application

An organization or agency employing public safety personnel may seek approval by submitting the following:

1. A complete application.
2. All required documents as outlined in the application packet.
3. A written request or letter of intent which includes the following:
 - a. A statement that the organization or agency is willing to abide by Los Angeles County EMS Agency Reference No. 413, Public Safety AED Service Provider Program Requirements.
 - b. An assurance that all AED devices in use meet current AHA ECC guidelines.
 - c. Changes in key personnel or equipment will be reported to the Los Angeles County EMS Agency within thirty (30) days.
 - d. Notification of discontinuance of an approved public safety AED program will be sent to the Los Angeles County EMS Agency within thirty (30) days.

B. Initial Training

Training requirements include:

1. First aid training not less than 15 hours.
2. CPR training not less than 6 hours.

Note: POST-approved basic academy training covers the training requirements in section IV.B.1 and 2 of this policy.

3. AED training not less than 4 hours and shall include the following topics and skills:
 - a. Proper use, maintenance and periodic inspection of the AED.
 - b. The necessity of CPR, defibrillation, advanced life support (ALS) and adequate airway care
 - c. Overview of the EMS system, 9-1-1 access, interaction with EMS personnel, and organization's internal response and operational plan.
 - d. Assessment of an unconscious patient, to include evaluation of airway, breathing and circulation to determine cardiac arrest.
 - e. Appropriate care if rhythm analysis reports "no shock advised."
 - f. AED safety precautions to enable the individual to administer a shock without jeopardizing the safety of the patient, rescuers or bystanders.
 - g. Recognition that an electrical shock has been delivered to the patient and that the defibrillator is no longer charged.
 - h. Rapid, accurate assessment of the patient post defibrillation.
 - i. Appropriate care following defibrillation.
 - j. Documentation and reporting requirements.

C. Skills Competency

1. All programs shall test AED competency for each authorized individual at least annually and when changes in equipment occur.
 2. Complete a retraining course in first aid, CPR and AED use once every three (3) years at a minimum which consists of not less than twelve (12) hours.

OR
 3. Pass a competency based written and skills pretest on first aid, CPR and AED use every three (3) years at a minimum with the following restrictions:
 - a. Appropriate retraining is provided on those topics indicated necessary by the pretest in addition to any new developments in first aid, CPR and AED use.
 - b. A final test is given and passed covering the topics on which retraining occurred.
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- D. Provide the following to the EMS Agency or EMS Authority upon request for each public safety AED authorized user:
1. Dates of most recent first aid, CPR and AED training.
 2. Most recent AED skills competency date.
- E. Maintenance of Equipment/Supplies
1. Have a written policy with the procedure to be used to ensure AED equipment is properly maintained.
 2. All AEDs and supplies shall be maintained and inspected after each use and, at a minimum, every thirty (30) days.
- F. Response and Operational Plan
- All public safety AED service providers shall have a response and operational plan for AED use which includes the following:
1. How emergency response will be activated e.g., 9-1-1 call, internal number, radio, etc.
 2. Geographical response area, location of each AED and number of AEDs in service.
 3. Response personnel.
 4. Scene safety.
 5. Documentation post AED application.
- V. Program Review and Reporting
- A. Approved programs shall be subject to periodic on-site surveys by the EMS Agency.
- B. The EMS Agency shall be notified in writing within thirty (30) days of any change in program coordinator, and/or changing, adding or upgrading of AEDs.
- C. The EMS Agency annual report shall be submitted by March 31st for the previous year. The annual report shall include, but may not be limited to the following:
1. The total number of cardiac arrest responses.
 2. The total population served.
 3. The number of patients with sudden cardiac arrest receiving CPR prior to arrival of the public safety AED service provider on whom an AED was applied.

4. The number of persons who suffered a witnessed cardiac arrest whose initial monitored rhythm was ventricular tachycardia or ventricular fibrillation on whom an AED was applied.
5. The number of patients who were defibrillated:
 - e. Witnessed
 - f. Un-witnessed
6. Number of personnel who are authorized to perform defibrillation by the public safety AED service provider:
 - a. Public safety
 - b. Lay public

VI. Record Keeping

Each program shall maintain the following records for four (4) years which shall be available for review:

- A. All documentation required for program approval.
- B. Training and competency rosters.
- C. Instructional and testing material.
- D. Maintenance/inspection log sheets.
- E. Curriculum vitae and qualifications for program coordinator.

CROSS REFERENCE:

Prehospital Care Manual:

Reference No. 412, **EMT AED Service Provider Program Requirements**

Reference No. 413.1, **Public Safety AED Service Provider Program Application**