

STUDENTS

Early Defibrillation Program

Training Requirements

Staff and student Emergency Response Team members must complete a state-approved initial training course that includes CPR, defibrillation and basic first aid. The course shall be provided for Emergency Response Team members by the Port Townsend School District. The training shall include the use of barrier devices (universal precautions) used at Port Townsend School District facilities. If students younger than eight (8) years of age attend the school, the Emergency Response Team training shall also include BLS skills for children. Training records for Emergency Response Team members shall be maintained by the Site Coordinator.

At least every two years – or more frequently if required by state regulation or the Medical Director – staff and student responders shall complete a CPR, defibrillation, and basic first aid retraining course to maintain knowledge and skills. In addition Emergency Response Team responders may be required to complete more frequent training such as response drills, computer-based training, or reading/video assignments.

Equipment

Start Onsite/FR2+ defibrillator for its early defibrillation program. The defibrillator should be deployed to any medical emergency in the facility along with other emergency care equipment.

When equipped with infant/child defibrillation pads in the case, the Heart Start defibrillator is ready for use on sudden cardiac arrest victims of any age. If infant/child pads are not present, the device may be used for victims 8 years of age or older using standard adult pads.

The device should be used on any victim who is:

- Unresponsive.
- Not breathing normally.

Defibrillators are placed in the following locations:

1. Port Townsend High School gymnasium.
2. Port Townsend High School main building.
3. Blue Heron Middle School office area.
4. Mountain View Elementary School swimming pool.

Each of these locations is an alarmed cabinet and is marked overhead with a sign.

In addition to the above stationary locations, a defibrillator(s) is/are maintained by the Port Townsend High School Sports Medicine Program.

Each defibrillator contains:

- The Philips Heart Start Defibrillator, with battery installed, and case.
- Two sets of adult defibrillator pads.
- One set of infant/child defibrillator pads.
- A spare battery.
- A data card (if using the Heart Start ForeRunner/FRF2/FR2+ Defibrillator).
- A pocket mask or other rescue breathing barrier device.
- Disposable gloves.
- A razor.
- A pair of scissors.
- A small disposable towel.
- Other equipment.

Maintenance

The Heart Start defibrillator requires little maintenance. The defibrillator performs daily tests to assure the device is ready. All defibrillators shall be maintained in accordance with the Heart Start Defibrillator *Instructions for Use*.

The Site Coordinator or his/her designee shall inspect each defibrillator according to the recommendations in the defibrillator *Instructions for Use* in order to assure that the device is ready for use and that all supplies are present and have not reached the “use before” or “install before” dates on the packaging. Any problem with the defibrillator or related equipment shall be reported to the Site Coordinator immediately.

If a defibrillator must be removed from service, the Site Coordinator shall notify the Port Townsend School District Emergency Response Team members and the Defibrillation Program Coordinator. Notification of the same group shall occur when the device is returned to service.

Post-Event Activities

After any response to SCA with a defibrillator:

- The Site Coordinator, Defibrillation Program Coordinator, and Medical Director shall be notified within 24 hours of the event.
- If a Heart Start ForeRunner/FR2/FR2+ was used, remove the data card after transferring care of the patient to EMS. Apply a patient ID label to the used data card and give it and the Defibrillation Incident Report to the Site Coordinator within 24 hours post-event for evaluation.
- If a Heart Start OnSite was used, take the defibrillator and the Defibrillation Incident Report to the Site Coordinator within 24 hours post-event. The Coordinator will download data from the defibrillator to a PC running Heart Start Event Review data management software, then use Event Review to erase the defibrillator memory in order to ensure adequate capacity for recording data when next used.
- Check the defibrillator and replace any used supplies as soon as possible following the event so that the defibrillator may be returned to service. Perform the after-patient-use maintenance on the defibrillator.
- The Program Coordinator or Site Coordinator shall conduct employee incident debriefing as needed.
- The Coordinator shall complete the Incident Follow-Up Report and forward it to the Medical Director.

Defibrillator Maintenance After Each Patient Use

Each time the defibrillator is used on a patient:

- Inspect the exterior, pads connector port or pads cartridge well for dirt or contamination.
- Check supplies, accessories, and spares for expiration dates and damage.
- Check the operation of the Heart Start Defibrillator by removing and reinstalling the battery to run a battery insertion test.
- If a Heart Start ForeRunner/FR2/FR2+ equipped with a data card was used, install a new data card.

Early Defibrillation Program Assessment and Review

Any actual SCA events shall be reviewed by the Defibrillation Program Coordinator and the Medical Director to ensure that the early defibrillation protocol was followed and to assess the response performance of the facility. Recommendations for change or improvement should be discussed with the Site Coordinator and responders as soon as possible after an event.

The Defibrillation Program Coordinator shall ensure that each Site Coordinator conducts yearly cardiac arrest response drills at his/her facility to determine the facility's readiness to respond to a SCA event.

In addition to drills, the Defibrillation Program Coordinator should review each site's training and maintenance records to ensure compliance with the Port Townsend School District's policy.

The policy is in effect as of May 23, 2005, and shall be reviewed yearly or as required by changes in the early defibrillation program, state/local regulation, or Port Townsend School District policy.

Defibrillation Program Coordinator:

Signature: _____ Date: _____

Medical Director:

Signature: _____ Date: _____

Date: 5/23/05.