Minnesota Department of Corrections

Policy Number:	**301.142**
Title:	**Automated External Defibrillators**
Effective Date:	**8/21/18**

PURPOSE: To provide procedures in the use, maintenance and training for use of the Automated External Defibrillator (AED) in order to enhance responder's ability to assist at life threatening situations.

APPLICABILITY: All facilities

DEFINITIONS:
Automated external defibrillator (AED) - a medical device that evaluates a patient's heart rhythm and, if necessary, generates and delivers an electric charge used to convert ventricular fibrillation (VF) and ventricular tachycardia (V-Tach). An AED delivers a shock at disorganized rhythms over 150 per minute.

Ventricular fibrillation (VF) - an abnormal, chaotic heart rhythm that prevents the heart from pumping blood.

Ventricular tachycardia (V-Tach) – an abnormal rapid heart rhythm originating in the ventricle usually associated with impaired circulation.

PROCEDURES:

A. Location and purchasing
Each facility must inform staff of the location of automated external defibrillators (AEDs) in the facility. The department medical director must authorize the purchase of AEDs.

B. Procedures for use of AED

1. When a medical incident command system (ICS) event is initiated, a designated responding A-team member retrieves the AED from the nearest location while on the way to the scene.

2. When an initial ICS call does not indicate a need for the AED, but upon arrival to the scene the need for the AED is apparent, the incident commander must direct a B-team member to respond to the scene with the AED.

3. Once the AED is on the scene, only staff trained in the use of the AED may initiate the use of the apparatus and all staff involved must continue with lifesaving steps in accordance with facility first responder procedures.

4. Use of an AED must be documented on an incident report, which is retained by the facility where the incident occurred.

5. In the event of an offender death, the office of special investigations (OSI) must take the AED data card into evidence. OSI may share information from the data card with health services and law enforcement, as needed.

C. Checks and maintenance
Facilities must implement procedures to achieve the following:

1. Identification of staff who must check and log the check of the AED located in their area at the beginning of each shift to ensure it is in operating condition and the battery is charged;
2. The physical check of the device that notes that the AED is functional and maintained according to manufacturer recommendations; and
3. Logs are retained by the facility administration.

D. Training requirements
1. Any staff person using the AED must have completed the American Heart Association Heartsaver/AED/cardiopulmonary resuscitation (CPR) course, or equivalent;
2. The training must occur in compliance with Policy 103.410, "In-Service Training" and any facility requirements; and
3. AED training must be documented and retained in the electronic training management system.

INTERNAL CONTROLS:

A. AED training is retained in the electronic training management system.

B. Incident reports are retained at the facility.

C. Documentation of AED checks is retained by facility administration.

ACA STANDARDS: 4-4390, 4-4420

REFERENCES: Minn. Stat. § 241.01
Policy 103.410, "In-Service Training"
Policy 300.300, "Incident Reports"
Policy 203.230, "Death of an Offender"

REPLACES: Policy 301.142, "Automated External Defibrillators," 9/16/14.
All facility policies, memos or other communication whether verbal, written, or transmitted by electronic means regarding this topic.

ATTACHMENTS: None

APPROVALS:
Deputy Commissioner, Facility Services
Deputy Commissioner, Community Services
Assistant Commissioner, Facility Services
Assistant Commissioner, Operations Support

Instructions
301.142OPH, "Use of Automated External Defibrillators"