

AED RESPONSE

Exact location of AED device: _____

Purpose

To provide immediate trained assistance to unconscious or otherwise unresponsive individuals.

Procedure

Upon being alerted of an unconscious or unresponsive individual:

After School Hours

1. Have one person call 911, then get the AED (send another if available).
2. Have someone meet the EMS personnel and direct them to victim.

During School Hours

1. **Call main office (Extension _____)** and let them know that a “Code AED” is in effect, the location of the victim and whether an AED is already with the victim or needs to be brought to the victim.
2. Main office staff will **send someone with the AED** to victim’s location.
3. Main office staff will **announce “Code AED” and the location** over the school’s loudspeakers to have trained staff members respond immediately and to keep all students in classrooms.
4. Main office staff will call 911 and designate an individual to meet EMS personnel and direct them to victim.
5. Trained individuals will proceed to the location of the emergency. The first trained person on the scene will begin CPR. When the AED is on the scene, trained individuals will turn on the device and proceed as directed by the AED. All available trained staff members will provide support as needed (i.e assistance with CPR, crowd control)