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**Subject: Fixed-Installation Automated External Defibrillator (AED) Policy**

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## **1. Purpose**

Virginia Tech is committed to the health and safety of its students, faculty, staff and visitors. Each year, sudden cardiac arrest (SCA) strikes more than 250,000 Americans. During SCA the victim immediately becomes unresponsive, stops breathing, has no pulse, and will die within minutes without intervention. The primary cause of sudden cardiac arrest is ventricular fibrillation, a condition in which the heart’s normal electrical signal becomes erratic, causing the heart to cease pumping blood effectively. When this occurs, defibrillation, or restoring the heart’s natural rhythm by applying an electrical shock, is the best treatment of SCA. The chance of survival decreases by approximately 10% with each minute that passes after the time of the attack. The response time by emergency medical services (EMS) personnel is often more than the nationally accepted ideal time for defibrillation following an episode of SCA, which is within two (2) minutes. Widespread deployment of automated external defibrillators (AED) allows community members to provide early defibrillation to victims in the first critical moments after a SCA. Use of an AED does not replace the care provided by EMS, but is meant to provide a lifesaving bridge during the first few critical minutes it takes for advanced life support providers to arrive.

This policy will provide continuity and consistency across campus in AED selection, installation, and maintenance.

## **2. Policy**

The Virginia Tech Rescue Squad (VT Rescue) under the oversight of the Virginia Tech Police Department (VTPD) has the authority to select, coordinate, operate, and manage all fixed-installation automated external defibrillators (AEDs) pursuant to this policy (see Section 2.2.1 for exceptions). All departments using AEDs are responsible for coordinating with VT Rescue and complying with this policy in their respective operations.

All existing AEDs will be replaced when the life cycle expires. Unapproved or nonconforming devices will be removed by VT Rescue or by Facilities at the order of VT Rescue. Facilities will be required to restore the area impacted to its original condition at the expense of the parties that initially sponsored the device installation.

## 2.1 Responsibilities

VT Rescue is responsible for realization and assimilation of the policy.

VT Rescue shall, in coordination with Environmental Health and Safety (EHS), monitor developments in the emergency response and health care industry practices and technology to ensure that AED installation, maintenance, and policies are consistent with best practices and comply with all Federal and State laws.

VT Rescue will review any complaints regarding the location, maintenance, or utilization of fixed-installation AEDs and determine whether this policy is being followed. VT Rescue shall receive the full cooperation of any necessary units and/or departments during this review process.

### 2.1.1 Location, Purchase, and Installation

VT Rescue is responsible for advising departments on appropriate location and installation of fixed-installation AEDs, and for providing technical assistance to departments preparing proposals for the purchase and placement of AEDs. Proposals for the placement of AEDs shall be reviewed by the Campus AED Coordinator (a designated member of VT Rescue) who will make recommendations to the Chief of VT Rescue. Appeals of any decision made by the Chief of VT Rescue will be made to and reviewed by the Chief of VTPD who will make a recommendation to the Vice President for Administration who will render a final decision.

Prior to the purchase of any fixed-installation AED equipment, the department or unit must receive written notification from VT Rescue that a location has been approved for the AED installation.

VT Rescue may also recommend cooperation with the Office of Emergency Management or Office of Sponsored Programs on grant and other outside funding opportunities.

All new Virginia Tech buildings will be constructed for AED suitability based on the VT Design Guidelines, subject to normal capital program design review process. Initial AED installation costs for new buildings will be covered in the building project cost.

### 2.1.2 Maintenance

VT Rescue shall coordinate with departments to maintain all fixed-installation AEDs on the Blacksburg campus and immediate area. All other Virginia Tech locations should communicate with VT Rescue regarding the expectations and responsibilities of each party in the maintenance of AEDs.

### 2.1.3 Liability and Good Samaritan Laws

The use of an AED may be protected under the [Good Samaritan statute](http://leg1.state.va.us/cgi-bin/legp504.exe?000+cod+8.01-225) (<http://leg1.state.va.us/cgi-bin/legp504.exe?000+cod+8.01-225>).

## 2.2 Scope

This policy applies to all personnel, departments, and colleges of Virginia Tech in the use of fixed-installation AEDs. AEDs may be installed in situations and places where the health and safety of persons would be enhanced due to increased risk of SCA due to activity or population characteristics. Where appropriate, portable AEDs may be obtained and used by specific departments or key personnel.

## 2.2.1 Exceptions

This policy does not apply to portable AEDs or certain fixed-installation AEDs which were specifically exempted by VT Rescue and the Vice President of Administration at the time of Policy implementation in 2011 due to special circumstances (very limited access, alternate maintenance agreements, etc.). Departments should consult with the Chief of VT Rescue if there is a question as to which portion(s) of this policy may or may not apply to equipment they currently own or are considering for purchase. Appeals will follow the same chain of command as requests for fixed-installation AEDs (see section 2.1.1).

## 2.3 General Principles

All AED installations are subject to applicable federal and state laws.

### 2.3.1 Placement of AEDs

Proposed locations for AED installation will be evaluated by VT Rescue on the following criteria:

- Risk to population and activities which commonly occur in surrounding area
- Existing access to AEDs (fixed-installation and portable)
- Potential response time by VT Rescue (or another EMS service)
- Access and visibility during times when incidents are most likely to occur
- Feasibility of installation and maintenance

## 3. Procedures

Departments requesting AEDs will be required to follow the procedures outlined in this policy.

### 3.1 Installation

Individual colleges, departments, programs, or campus organizations requesting AED equipment shall submit a written request to the Campus AED Coordinator and/or Chief of VT Rescue describing the proposed location of AED, justifying the proposed installation and identifying the funding source or sources for purchase, installation, and ongoing maintenance. These funding sources should be approved by the appropriate department head, dean, or other administrator prior to submitting the request to VT Rescue. A department representative should meet with the Campus AED Coordinator or Chief of VT Rescue to discuss unit placement, when practical. VT Rescue will work with other departments or first responder organizations to evaluate locations outside the Blacksburg area.

Departments cannot initiate the purchase of AEDs without the written approval of the Chief of VT Rescue.

### 3.2 Training and Awareness

VT Rescue coordinates training classes as part of their existing program of CPR/AED courses on campus. Virginia Tech employees and students are encouraged, but not required, to attend a training session. Departments or units outside the Blacksburg area may contact VT Rescue for assistance in locating or scheduling appropriate training programs. EHS will inform off campus sites, ARECs and Extension offices of qualified organization(s) which can provide the training. EHS provides CPR/AED training for employees where required by safety and health regulations; please see [www.ehss.vt.edu/training](http://www.ehss.vt.edu/training) for additional information.

All AED locations should be included in the Building Information section(s) of each department's Emergency Action Plan. New installations of AEDs may be publicized using the university's Campus Notices and via any appropriate departmental or organizational channel(s).

### 3.3 Operation and Reporting

VT Rescue (or local EMS providers) should be called to respond to the scene of any use of an AED, and the individual to whom the AED is applied should be referred to appropriate medical professionals. Any individual who applies the AED to someone who is, or appears to be, in cardiac arrest should be prepared to cooperate with the responding EMS provider(s), including but not limited to providing contact information for follow-up after transportation of the patient to an appropriate medical facility.

VT Rescue will work with all individuals involved in the incident and response to complete a formal report of AED use.

### 3.4 Storage and Retention of Patient Treatment Records

All appropriate measures must be taken to protect an individual's right to privacy and hold university information securely through its creation, storage, transmission, use, and deletion. The nature of emergency medicine may require the obtainment, recording, and limited dissemination of patient social security numbers; personnel are expected to know and follow University Policy 1060, Policy on Social Security Numbers (<http://www.policies.vt.edu/1060.pdf>) and State and Federal laws.

## 4. Definitions

Automated External Defibrillator (AED): A computerized medical device that 1) analyzes heart rhythm to detect the presence or absence of ventricular fibrillation or rapid ventricular tachycardia, 2) is capable of determining, without intervention by an operator, whether defibrillation should be performed, and 3) automatically charges and requests delivery of an electrical impulse to an individual's heart, upon determining that defibrillation should be performed.

Cardio Pulmonary Resuscitation (CPR): a specific procedure administered by EMS personnel or trained individuals, intended to prolong or save the life of an individual who is undergoing cardiac arrest.

Sudden Cardiac Arrest (SCA): a significant, life-threatening event when a person's heart stops or fails to produce a pulse. The primary cause of sudden cardiac arrest is ventricular fibrillation, a condition in which the heart's normal electrical signal becomes erratic, causing the heart to cease pumping blood effectively. When this occurs, defibrillation, or restoring the heart's natural rhythm by applying an electrical shock, is the best treatment of SCA.

## 5. References

Policy 1060, Policy on Social Security Numbers

<http://www.policies.vt.edu/1060.pdf>

Virginia "Good Samaritan" statute

<http://leg1.state.va.us/cgi-bin/legp504.exe?000+cod+8.01-225>

## 6. Approval and Revisions

Approved August 15, 2011 by Vice President for Administrative Services, Sherwood G. Wilson.

- Revision 1
  - Updated sections 2 and 2.2.1 to remove initial implementation information.
  - Updated titles and other technical corrections.

Approved July 11, 2016 by Vice President for Administration, Sherwood G. Wilson.