

## EPAD Placement Plan

1. The location of Automated External defibrillators (AEDs) throughout the Evergreen community is determined by the following parameters:
  - a. Facilities of expected medical treatment
  - b. Locations of high volumes of people
  - c. Locations of higher risk of Sudden Cardiac arrest (SCA)
  - d. Facilities that feel more secure with the device

All facilities participating in the program will combine the efforts of management and local EMS services (Evergreen Fire Rescue) to determine the appropriate placement of the AED or AEDs within the building. Locations considered but are not limited to:

- a. The front desk of recreational centers, medical facilities and retail stores
- b. Within the AED wall mount units of commons areas of offices buildings and churches
- c. The commons areas of seniors facilities and pro shops of golf courses
- d. Within the wall mount units outside a group of participating businesses

### 2. Training

Facilities participating in the program will have a minimum of two staff members certified to use the AED. More trained staff are encouraged and may be needed depending on size and hours of operation. Facilities with a larger square footage and/or higher volume of employees with multiple staff changes will need to certify three people per shift, i.e. retail stores. There is no limit to the number of trained personnel.

A minimum or equivalent of the American Heart Association's (AHA) Adult/Child CPR or Adult/Child/infant CPR with AED certification will be required for all participants. The first 10 individuals at each facility will be certified at no cost to that organization. Individuals trained through EPAD at a later date will be responsible for a \$40.00 per person fee for the CPR certification. The initial training can take up to 4 hrs depending on class size. Recertification on the AED is **HIGHLY** recommended every six months. This training cost is \$5.000 per person and is brief but very informative. Every two years certified personnel will need to take a CPR/AED recertification class. This class is \$25.00 per person and typically shorter than the initial certification class. Documentation of original certifications and subsequent recertification's must be readily available to both EPAD and the medical director overseeing the program should they be requested.

EPAD will provide training. All participants receiving recertification from a training facility other than EPAD will be responsible for providing EPAD with a complete copy of the recertification card or document and include the name of the training facility.

### 3. Pre-Planned Coordination with local EMS

All parties who purchase AEDs through EPAD (or individually) will be required to provide AED placement information including phone #, address, specific AED location at facility to the local EMS agency, Evergreen Fire Rescue (EFR). This information will be entered into the Computer Aided Dispatch (CAD) system. When a facility equipped with AED places the 911 phone call fire department responders and EMS will be notified of the location of the AED to assist in quicker defibrillation times.

### 4. Medical Oversight

Medical direction for the EPAD AED program is through Western Physicians and Associates. This is a group of physicians employed by Centura Health, 4231 W. 16<sup>th</sup> Ave, Denver, CO. 80204

### 5. AED Maintenance

When put into service each AED will be registered with the AED Authority. This is an online electronic tracking organization. Each facility will be required to assign one employee to check the AED at the end of each month. After being emailed a temporary password the employee will register with the AED Authority for future monthly logins. After login the employee will click the appropriate drop down box representing the information observed on the AED. i.e. green light flashing, red light flashing etc. The employee will be emailed monthly reminders to check the AED.

### 6. AED Documents

Each participating facility will maintain an AED file. In it will be copies of the CPR cards of the certified personnel, AED recertification checklist forms for each certified personnel and a Release Waiver Indemnification Agreement. EPAD will also keep duplicate copies of these documents. When new certification cards are acquired the facility will be responsible for providing EPAD with copies of them.