



GENERAL ORDER

Loudoun County Sheriff's Office

Chapter: Operations

Section: 406.16

Subject: Response to Selected Situations

Topic: Automatic External Defibrillators

Accreditation: PER 10.02

Revised:

Reaffirmed:

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I. PURPOSE

The purpose of this General Order is to establish policy and procedure for the use of automated external defibrillators by the Loudoun County Sheriff's Office.

II. POLICY

Deputies of the Loudoun County Sheriff's Office are required to provide the basic service of protection of life and property to the county's residents and visitors. The Loudoun County Sheriff's Office supports and encourages the use of automated external defibrillators to save lives.

III. DEFINITIONS

- A. Automated External Defibrillator (AED): A portable device that analyzes cardiac rhythms and permits the operator to initiate delivery of a shock to patients in ventricular fibrillation or ventricular tachycardia. For the purposes of this General Order, the following terms are interchangeable: AED, Automatic External Defibrillator, and Semi-automatic External Defibrillator.
- B. AED Operator: A deputy, who has successfully completed CPR, First Aid and AED training for first responders; or a health care provider, who has completed a curriculum recognized by the American Heart Association, and whose proof of completion for such training is current.
- C. Operations Bureau AED Program Coordinator: A deputy or employee designated by the Operations Bureau Commander to continually review the effectiveness of the AED program; facilitate equipment repair and replacement; monitor training needs and certification dates; maintain a list of active AED Operators; and serve as a point of contact with the emergency medical services community.
- D. Patrol AED: An AED that has been designated for use by Patrol deputies in the field; this equipment must be signed out by Patrol AED Operators only.
- E. Corrections/Court Services AED: An AED that has been designated for use within the Adult Detention Center, Work Release Center or Loudoun County Courthouse.
- F. Corrections and Court Services Division AED Program Coordinator: A deputy or employee designated by the Corrections and Court Services Division Commander to continually review the effectiveness of the AED program; facilitate

equipment repair and replacement; monitor training needs and certification dates; maintain a list of active AED operators; and serve as a point of contact with the emergency medical services community.

IV. PROCEDURES FOR THE PATROL AED

A. Issuance and storage of the Patrol AED

1. Station Commanders shall designate a secure, climate controlled area for storage of patrol AEDs and accessories.
2. On a daily basis, shift supervisors are responsible for ensuring that patrol AEDs are effectively deployed to AED operators. Shift supervisors shall indicate on CAD's daily shift roster those units that are equipped with AEDs.
3. AED operators are responsible for signing-out the patrol AED and verifying that it is ready for service prior to clearing roll call. Sign-in, sign-out and the readiness check shall be documented on the AED Tracking Log (Attachment A.)
 - a. During a readiness check, if an AED fails to perform properly on any check-list item and the failure cannot be remedied at the station, the AED Operator is responsible for the following:
 1. Notifying the AED Program Coordinator; and
 2. Conspicuously labeling the unit "OUT OF SERVICE," along with the date, reason, and AED operator's name.
4. AED operators are responsible for returning the patrol AED to its designated storage area and signing it in prior to going off duty.
5. Patrol AEDs and accessories must be kept in a proper storage environment, in accordance with the manufacturer's specifications. (The Lifepak 1000 has an operating temperature range of -22°F to 122°F, and a recommended storage temperature range of 59°F to 95°F.) AED operators shall leave their vehicle running when conditions indicate that this is reasonable and necessary to ensure a proper storage environment for the patrol AED.
6. AED operators are responsible for securing the AED in the patrol vehicle in a manner that allows quick access, while minimizing the opportunity for damage and theft.
7. An AED operator may sign-out a patrol AED for deployment at an off-duty assignment, or other special assignment, upon approval of an on-duty patrol supervisor.

B. Communications

1. Upon notification of an emergency call for CPR in progress or cardiac arrest, the dispatcher shall immediately notify the nearest AED-equipped unit, provided that such unit is in the same patrol service area, i.e. unit 220C would respond to AED emergencies in sectors 210 through 290, or such unit is otherwise believed to be in reasonably close proximity to the emergency call.
2. The nearest AED-equipped unit shall respond to CPR in progress and cardiac arrest calls immediately, regardless of availability status, unless one or more of the following conditions exists:
 - a. The AED-equipped unit is already committed to a situation that requires that unit's presence to ensure safety of any person or the general public, and no relief is immediately available;
 - b. The AED-equipped unit discovers that sufficient emergency medical service response units have already arrived on the scene; or
 - c. Emergency Communications Center personnel provides information indicating there is no apparent need for an AED at the scene, i.e. a person who is obviously deceased.
3. AED operators are responsible for promptly ensuring, via radio, that emergency medical service response is requested when encountering a patient in cardiac arrest that was not previously dispatched as such.

C. Protocol for Agency-Owned AEDs

1. Only those deputies or employees who have successfully completed CPR, First Aid and AED training for first responders, or health care providers who have completed a curriculum recognized by the American Heart Association or other certified healthcare provider, and whose proof of completion for such training is current are authorized to use and operate agency-owned AEDs.
2. Automated External Defibrillators will be used and operated in accordance with all training and manufacturer's policies and procedures.

D. After Incident Responsibilities:

1. Any time an AED is attached to a person, the AED operator shall generate an IBR entitled "Assist Rescue/AED." The AED operator shall forward a copy of the IBR to the AED Program Coordinator.
2. AED operators shall ensure that hospital personnel are allowed access to the AED for download of patient data.
3. AED operators are responsible for re-stocking the AED's electrodes and other

supplies prior to placing the AED back in service. If the AED operator is unable to render the AED ready for service, he/she shall take the AED out of service, following the procedure described in Section A of this General Order.

V. PROCEDURES FOR THE CORRECTIONS AND COURT SERVICES AED

A. Issuance and storage of the Corrections and Court Services AED

1. The Corrections and Court Services Division Administrative Support Lieutenant shall designate a secure, climate controlled area for the storage of division AEDs and accessories.
 - a. Corrections and Court Services Division AEDs and accessories must be maintained in a proper storage environment, per the manufacturer's specifications.
2. The Administrative Support Lieutenant shall maintain a list of certified AED operators and their corresponding recertification dates.
3. In accordance with General Order 701.06, Facility Inspections, all AEDs will be inventoried on a daily basis to determine whether the battery and other equipment are operational and that the equipment is found within the designated storage area. Any deputy finding a malfunctioning battery or other equipment deficiencies must notify the Administrative Support Lieutenant for repair or replacement.
4. Corrections and Court Services AEDs will be used and operated in accordance with American Heart Association and/or American Red Cross guidelines and training.
5. AED operators are responsible for promptly ensuring that ADC medical staff are notified and requested when encountering an inmate in cardiac arrest. Any AED deployment will be treated as an emergency situation and will follow guidelines outlined in General Order 702.01, Emergency Notifications.

B. Protocol for Agency-Owned AEDs – Corrections and Court Services Division

1. Only those deputies who have successfully completed CPR, First Aid and AED training for first responders; or health care providers who have completed a curriculum recognized by the American Heart Association or other certified healthcare provider; and whose proof of completion for such training is currently valid are authorized to use and operate agency-owned AEDs.
2. Automated External Defibrillators will be used and operated in accordance with all training and manufacturer's policies and procedures.

C. After Incident Responsibilities – Corrections and Court Services Division

1. Any time an AED is attached to a person, the AED operator shall generate an

IBR entitled "Assist Rescue/AED." The AED operator shall forward a copy of the IBR to the Records Section and Administrative Support Lieutenant.

2. AED operators shall ensure that medical personnel are allowed access to the AED for download of patient data.