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## AED SERVICE PROVIDER - LAY RESCUER

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### I. PURPOSE

To assist businesses and organizations implement Lay Rescuer automated external defibrillator (AED) service provider programs within the ICEMA region. Using (AEDs) for out-of-hospital cardiac arrests has been proven to increase survival rates. ICEMA supports the use of Lay Rescuer (non-licensed or non-certified personnel person) access AEDs within the ICEMA region, and this policy is intended to facilitate the proliferation of AED programs.

### II. REQUIREMENTS OF BUSINESS/ORGANIZATION/INDIVIDUAL

- Become familiar and comply with California Code of Regulation, Title 22, Division 1.8.
- Complete an AED Site Notification form, which is found on the ICEMA website at ICEMA.net, listing each AED unit being deployed in the ICEMA region. Submit the form to:

ICEMA  
1425 South "D" Street  
San Bernardino, CA 92415-0060

- If any of the information becomes outdated, re-submit an AED Site Notification form (i.e., the AED is moved to a different location, a new AED is purchased, etc.), which is found on the ICEMA website at ICEMA.net.
- Every time an AED is used, complete the AED Use Notification form, which is found on the ICEMA website at ICEMA.net, and submit via fax to ICEMA at (909) 388-5825, within 24 hours of use.

### III. IMPLEMENTATION CHECKLIST

Listed below are key elements taken from the California Code of Regulation, Title 22, Division 1.8. Each element must be satisfied to implement Lay Rescuer AED programs within the ICEMA region.

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| <input type="checkbox"/> | Notify ICEMA of the existence, location, and type of every AED within the ICEMA region. The business or organization responsible for the device must, at the time the device is acquired and placed, notify ICEMA. Complete an AED Site Notification form.  |
| <input type="checkbox"/> | Expected AED users/rescuers must complete a training course in cardiopulmonary resuscitation (CPR) and in use of the AED device. The training curriculum must comply with regulations adopted by the California Emergency Medical Services Authority, the standards of the American Heart Association, or the American Red Cross. The training shall include a written and skills examination.  |
| <input type="checkbox"/> | Any AED training course for non-licensed or non-certified personnel (Lay Rescuers) shall have a physician medical director.   |
| <input type="checkbox"/> | A California licensed physician and/or surgeon must be involved in developing an internal emergency response plan for the site of the AED. The physician/surgeon is responsible for ensuring the businesses or organization's AED program complies with State regulations and requirements for training, notification, and maintenance. The internal emergency response plan shall include, but not be limited to, the provisions for immediate notification of 9-1-1 and AED-trained on-site personnel, upon discovery of the emergency. As well as procedures to be followed in the event of an emergency that may involve the use of an AED. |
| <input type="checkbox"/> | The business/organization/lay rescuer in possession of the AED must comply with all regulations governing the training, use, and placement of the device.   |
| <input type="checkbox"/> | The AED must be maintained and regularly tested according to the manufacturer's operation and maintenance guidelines, the American Red Cross, and American Heart Association. Maintenance and testing must also comply with any applicable rules and regulations set forth by the US Food and Drug Administration and any other applicable authority.   |
| <input type="checkbox"/> | The AED must be checked for readiness at least once every thirty (30) days and after each use. Records of these periodic checks shall be maintained by the business/organization in possession of the device.   |
| <input type="checkbox"/> | A mechanism shall exist to ensure that any person rendering emergency care or using the AED activate the emergency medical services system (9-1-1) immediately. Further, the business/organization in possession of the AED is responsible for reporting any use of the AED to the physician medical director and to ICEMA. Complete an AED Use Notification form.  |
| <input type="checkbox"/> | A mechanism shall exist that assures the continued competency of the expected AED users/ rescuers employed by the business/organization in possession of the AED. Such mechanism shall include periodic training and skills proficiency demonstrations sufficient to maintain competency.   |
| <input type="checkbox"/> | For every AED unit acquired up to five (5) units, no less than one (1) employee per AED unit shall complete a training course in CPR and AED. After the first five (5) AED units are acquired, for each additional five (5) AED units acquired, one (1) additional employee shall be trained beginning with the first additional AED unit acquired. The business/organization in possession of the AED shall have trained employees available to respond to a cardiac emergency during normal operating hours.  |