

<i>Policy</i>	<i>Title</i> <b>DEFIBRILLATION PROGRAM SCHOOL-BASED PUBLIC ACCESS</b>	<i>Code</i> <b>EBBB</b>
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**HOLLISTON**

This policy establishes a program to provide site-based training to volunteer employees of the Holliston Public Schools in the use of an automated external defibrillator (AED). This policy does not create an obligation to use an AED, nor does it establish any expectation that either an AED or a trained employee will be present at every school event.

The program established by this policy (hereinafter referred to as “The Defibrillation Program”) merely facilitates training for volunteer employees in the use of an AED. Participation in the Defibrillation Program is in no way a condition of employment and is on a strictly volunteer basis. Moreover, employees will not be compensated for their use of an AED consistent with their training provided by the Defibrillation Program.

**Policy Goals:**

- \*To improve the likelihood of survival for people suffering sudden cardiac arrest
- \*To strengthen the Holliston Public Schools Emergency Plan
- \*To maintain realistic expectations concerning the limitations of cardiovascular resuscitation and defibrillation
- \*To establish a program which conforms with the requirements of M.G.L. Ch. 112 Section 12V1/2 relating to public access defibrillation programs

**Administrative Structure:**

The School Physician will:

- \*Review all policies/procedures relative to the maintenance of AED equipment.
- \*Write prescriptions for the purchase of AEDs.
- \*Oversee all medical aspects of the Defibrillation Program in coordination with the Program Coordinator.

The Program Coordinator will:

- \*Have primary responsibility for the Defibrillation Program development and implementation.
- \*Coordinate and document initial AED training and support the Site Leader and any additional training of employees who volunteer for the program.
- \*Coordinate compliance with applicable legal requirements.
- \*Notify the Superintendent every time an AED is used.

The Site Leader will:

- \*Be responsible for day-to-day operation of the Defibrillation Program.
- \*Maintain AED equipment in accordance with procedures established by the Program Coordinator and School Physician.
- \*Coordinate and document site-specific drills and refresher training.
- \*Notify the Program Coordinator as soon as possible every time the AED is used.
- \*Maintain documentation of all incidents involving the use of the AED.

**Implementation:**

A group consisting of the School Physician, Program Coordinator and Site Leaders, as well as representatives of the physical education department, school administration, local emergency services and others appropriate will:

- \*Develop site specific administrative regulations, procedures and training for the Defibrillation Program modeled after American Heart Association, American Red Cross, National Safety Council, or American Safety and Health Institute.
- \*Support implementation of the Defibrillation Program.
- \*Explore and develop suggestions for ways in which cardiopulmonary resuscitation and AED training can be incorporated in the students’ educational program

**Employee Participation:**

Employee participation in the Defibrillation Program shall be on a voluntary basis. Employees whose duties are not medical in nature, and who participate in the program, shall be held only to “Good Samaritan” standards as defined by law (M.G.L. 112-12V1/2) in the use of cardiopulmonary resuscitation and/or AED. Participation in the Defibrillation Program shall be limited to those employees who provide documentation of successful and recent completion of a course in basic life support that included cardiopulmonary resuscitation and the use of AEDs according to the standards of the American Heart Association, American Red Cross, National Safety Council or the American Safety and Health Institute. Administrative regulations and procedures imposing further standards for employee participation in the Defibrillation Program will be established as outlined in the sections above. Such regulations and procedures shall include, but are not limited to, standards for currency and quality of required prior training, evaluation of participants’ skills, and participants’ awareness of this policy as well as other Defibrillation Program-related regulations and procedures.

**Authority of the Superintendent:**

All Defibrillation Program-related administrative regulations and procedures, as well as participation by any school employee, shall be subject to approval by the Superintendent.

First Reading:	March 17, 2005
Second Reading:	April 28, 2005
Third Reading:	Waived
Policy Adopted:	April 28, 2005
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Legal References:	M.G.L. 112-12V1/2
Policy Cross Reference:	
Procedure Reference:	