



AUTOMATED EXTERNAL DEFIBRILLATION (AED) DEVICES

Context

Automated External Defibrillation (AED) devices are potentially life-saving devices for first aid use that come in a variety of models. The purchase and installation of an AED device is not a requirement for public schools. However, sites with considerable community usage are encouraged to consider the installation of an AED device. Sites that have one or more AED devices in good working order will not be required to replace the existing model(s) until they would normally be due for replacement. The following procedures are provided for Principals and supervisors of District sites choosing to purchase or replace an AED device.

Procedures

1. The Purchasing Department will determine a recommended model based on the quality of the product, ease of use, and maintenance costs. The purchase of an AED device will be by purchase order for the recommended model.
2. The AED device for a site will be located in the main entrance of the building in a labeled, wall-mounted cabinet. Any existing AED devices located in other areas of the site should be relocated to the main entrance area.
3. The District Health and Safety Manager recommends annual staff training for each school or site with an AED device. A Principal or site supervisor can initiate this training by contacting the Health and Safety Department to arrange for training by the preferred vendor at cost to the school or site.
4. The Principal, site supervisor, or designate is responsible for ensuring that maintenance checks on site AED device(s) will be conducted at least monthly in accordance with the manufacturer's specifications. Inspections must be documented with signature and date.

Questions regarding this procedure should be directed to the District Health and Safety Manager for Central Okanagan Public Schools.

Relevant Board Policy: N/A

Developed by: District Health & Safety Manager

Date Agreed: July 6, 2018

Date Amended:

Related Documents: