

**SAN DIEGO COUNTY SHERIFF'S DEPARTMENT
COURT SERVICES BUREAU
POLICIES AND PROCEDURES MANUAL**

DATE	DISSEMINATION	CATEGORY	NUMBER
May 11, 2005	BUREAU-WIDE	NORMAL OPERATIONS	F.34
SUBJECT: AUTOMATIC ELECTRONIC DEFIBRILLATORS (AEDs)			PAGE 1 of 1

Purpose:

To establish Court Services Bureau (CSB) guidelines for the maintenance and use of Automated External Defibrillators (AEDs).

Policy:

Local commands are responsible for daily checks of the AEDs within their area to ensure batteries are sufficiently charged and necessary supplies are present.

Procedure:

- I. All bureau AEDs shall be checked daily to ensure that:
 - A. The battery has sufficient life to power the machine if needed;
 - B. There are defibrillation pads for use with the device, and the pads have not been damaged or exceeded their expiration date;
 - C. Each command should have one set of defibrillation pads per unit and two spare sets that have not exceeded their expiration date.

- II. The daily inspections shall be documented on a RMU-6 form. The forms can be hard copy or electronic in nature, but shall be kept at the local command for a minimum of two years.

- III. All incidents wherein defibrillator pads are placed on a victim/patient must be documented on a RMU-5 form. Copies of the forms shall be distributed as required (directions are given on the form) and the local command shall keep the original form for a minimum of two years. The Risk Management Unit shall be notified of the incident as soon as possible.

- IV. Due to the reliability issues inherent in battery powered electronic devices, when an AED is used on a victim/patient, a second AED should be brought to the scene as quickly as possible as a backup in case the first device fails or malfunctions.

- V. Any questions regarding the use, replacement of or parts for bureau AEDs should be addressed to the Risk Management Unit.