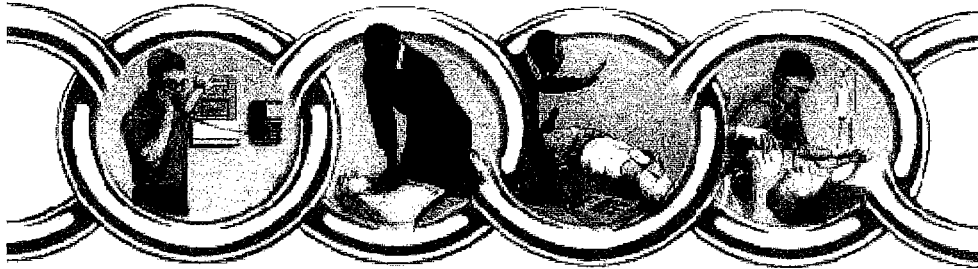




# Santa Clara County EMS Agency

## Public Access Defibrillation Program Development

Thank you for your interest in building a Public Access Defibrillation Program at your site. Cardiac arrest is one of the most prevalent causes of death in the population today. The “*Chain of Survival*” can be a lifesaver to victims of this disease.



*Early Access to*

*Early CPR*

*Early AED*

*Early Advanced Life*

Prior to beginning the program approval process, you must first retain the services of a registered PAD program Medical Director (*prescribing physician*) or a physician who is willing to become registered. The program coordinator and the medical director will collaborate in the development of the following:

- ❖ Training Standards
- ❖ Medical Protocols and Policies
- ❖ How to access the local 911 response system
- ❖ Identifying those in need of an AED
- ❖ When to discontinue use of the AED
- ❖ Quality Review and Monitoring (100% case review)
- ❖ Operations Standards
- ❖ Location of AEDs
- ❖ Periodic maintenance and equipment evaluation

*(Please review the attached state statute and regulations for a full description of the requirements)*

The next step is to complete the “*Request for a Public Access Defibrillation Program Approval*” form. Once this form is submitted with the appropriate documentation, the EMS Agency will review the request and advise the program coordinator on its decision.

You may begin training and implementation of your program once you have received a letter of approval from the EMS Agency.



# Santa Clara County EMS Agency

## Request for Public Access Defibrillation Program Approval

Company Name		
Address	City	Zip Code
Program Coordinator		Medical Director
Phone Number	Fax Number	Email Address

Please submit the following information:

- Physician Registration and copy of current California License.

If the training program that was utilized was one of the following please indicate:

American Red Cross \_\_\_\_\_ American Heart Association \_\_\_\_\_

If certification was not provided by one of the above agencies please submit the training program syllabus that meet the requirements in the following areas.

- Training Standards – Not less than 4 hours presented in 2 sessions and includes the following:
  - Proper use, maintenance, and periodic inspection of the AED
  - The importance of: CPR, defibrillation, ALS, Internal Emergency Response System
  - An overview of the 911 system and interaction with EMS personnel
  - Assessment of the unconscious patient
  - Defibrillator safety precautions
  - Recognition of an electric shock delivery and the recharging process
  - Patient re-assessment
  - Continuation of Care

Every application must also include:

- Competency Testing and evaluation procedures (at least annual written and skills examinations)
- Copy of the authorization card to be used or a list of trained personnel approved by physician
- A list of the type and locations of all AEDs to be maintained under this program (Please include Bldg. Name/Numbers, floor number)



# Santa Clara County EMS Agency

## Public Access Defibrillation Program

### Physician Registry

Thank you for your interest in providing physician oversight for a Public Access Defibrillation (PAD) program. To complete the registration process, please submit the following information with a copy of your current license to the EMS Agency. You will then receive a confirmation letter with your registration number. This information must be on file with the EMS Agency prior to the implementation of any PAD programs under your direction.

Physician Information:

<b>Last Middle</b>	<b>First</b>	<b>California Physician License Number</b>
<b>Street Address Code</b>	<b>City</b>	<b>Zip</b>
<b>Office Phone Number</b>	<b>Fax Number</b>	<b>Email Address</b>

#### Understanding the Legal Requirements

The prescribing physician is responsible and accountable for assuring the legal requirements for a PAD program are met and maintained. Please review the attached copies of the California Code of Regulations, Title 22 §100031- §100041 and § 1797.196 of the Health and Safety Code. In general, the requirements are as follows:

- ❖ These requirements only apply to personnel who are otherwise not licensed or certified at any level of pre-hospital care provider including public safety personnel.
- ❖ The provision of medical control including: policies regarding usage of the AED, compliance with Santa Clara County EMS Agency Policies, training and testing procedures, case-by-case review process and specific policies that denote the conditions for the rescission or termination of authorization to use an AED.
- ❖ Testing and training procedures that assure the continued competency of authorized individuals, which will include an annual skills proficiency testing.
- ❖ Assure complete documentation of all uses of the AED.

If you have any questions regarding this program, please contact Indira Reddy, Administrative Manager at 408-885-4250 or email at [indira.reddy@hhs.co.santa-clara.ca.us](mailto:indira.reddy@hhs.co.santa-clara.ca.us).

I certify that I have read, understand and will further comply with the requirements as set forth by §100031 through 100041 California Code of Regulations Title 22, §1791.196 of the Health and Safety Code, and §1714.21 of the Civil Code.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# Santa Clara County EMS Agency

## Public Access Defibrillation Program

### Annual Skills Update

Company Name		
Address	City	Zip Code
Program Coordinator		Medical Director
Phone Number	Fax Number	Email Address

Annual training is required to maintain approval status.  
 Annual documentation is due during the month of February. If your program was initially registered with this agency less than six months before the first annual renewal date then your documented training update is not due until the following February.  
 Each February you must submit the following information:

If the training program you utilized was one of the following please indicate:  
 American Red Cross \_\_\_\_\_ American Heart Association \_\_\_\_\_

If the competency testing and skills updating was not done through one of the aforementioned agencies please submit the training program syllabus and copy of the written test used.

Areas covered in the annual update may include some or all of the following:

- Training Standards – Not less than 2 hours presented.
  - Proper use, maintenance, and periodic inspection of the AED
  - The importance of: CPR, defibrillation, ALS, Internal Emergency Response System
  - An overview of the 911 system and interaction with EMS personnel
  - Assessment of the unconscious patient
  - Defibrillator safety precautions
  - Recognition of an electric shock delivery and the recharging process
  - Patient re-assessment
  - Continuation of Care

Every application must also include:

An updated, signed, list of personnel trained for AED use.

It is the expectation that personnel maintain current AED certification.



County of Santa Clara  
Emergency Medical Services Agency  
**Utilization of AED in Public Setting Report**

Name of Business		
Business Address		
Program Contact Person		
Telephone Number		
E-Mail Address		
The number of patients on whom EMT-1 defibrillatory shocks were administered.		
Date and Time when AED was utilized.		
Was EMS 911 Called during the procedure?		
Was AED equipment restored after use?		
The number of basic life support volunteers who are qualified, in your agency to provide deliberation.		
Date and length of your last update training for your agency personnel.		

Please fax to **(408) 885-3538**

or mail to:

**Santa Clara County EMS Agency  
645 South Bascom Avenue, San Jose, CA 95128  
Attn. Indira Reddy**

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1                                    **California Code of Regulations**  
2                                    **Title 22. Social Security**  
3                                    **Division 9. Prehospital Emergency Medical Services**  
4                                    **Chapter 1.8. Training Standards and Utilization for Use of the Automated**  
5                                    **External Defibrillator by Non-Licensed or Non-Certified Personnel**  
6  
7

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8  
9                                    **Article 1. Definitions**

10  
11        **§ 100031. AED Service Provider.**

12        "AED Service Provider" means any agency, business, organization or individual  
13        who purchases an AED for use in a medical emergency involving an  
14        unconscious, person who has no signs of circulation. This definition does not  
15        apply to individuals who have been prescribed an AED by a physician for use on  
16        a specifically identified individual.

17        Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
18        Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
19        Section 1714.21, Civil Code.

20  
21        **§ 100032. Authorized Individual.**

22        "Authorized individual" means any person, not otherwise licensed or certified to  
23        use the automated external defibrillator, who has met the training standards of  
24        this chapter, and who has been issued a prescription for use of an automated  
25        external defibrillator on a patient not specifically identified at the time the  
26        physician's prescription is given.

27        Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
28        Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code,  
29        Section 1714.21, Civil Code.

30  
31        **§ 100033. Automated External Defibrillator.**

32        "Automated external defibrillator" or "AED" means an external defibrillator that  
33        after user activation is capable of cardiac rhythm analysis and will charge and  
34        deliver a shock, either automatically or by user interaction, after electronically  
35        detecting and assessing ventricular fibrillation or rapid ventricular tachycardia.

36        Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
37        Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
38        Section 1714.21, Civil Code.

39  
40        **§ 100034. Cardiopulmonary Resuscitation.**

41        "Cardiopulmonary resuscitation" or "CPR" means a basic emergency procedure  
42        for life support, consisting of artificial respiration, manual external cardiac  
43        massage, and maneuvers for relief of foreign body airway obstruction.

44        Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
45        Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
46        Section 1714.21, Civil Code.

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**§ 100035. Internal Emergency Response System.**

“Internal Emergency Response System” means a plan of action which utilizes responders within a facility to activate the “9-1-1” emergency system, and which provides for the access, coordination, and management of immediate medical care to seriously ill or injured individuals.

Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
Section 1714.21, Civil Code.

**§ 100036. Prescribing Physician.**

“Prescribing physician” means a physician and surgeon, licensed in California, who issues a written order for the use of the automated external defibrillator to authorized individual(s).

Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
Section 1714.21, Civil Code.

**Article 2. General Training Provisions**

**§ 100037. Application and Scope.**

(a) Any physician and surgeon licensed in California may authorize an individual to apply and operate an AED on an unconscious person who has no signs of circulation only if that authorized individual has been successfully trained according to the standards prescribed by this chapter.

(b) The training standards prescribed by this chapter shall not apply to licensed, certified or other prehospital emergency medical care personnel as defined by Section 1797.189 of the Health and Safety Code.

Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
Reference: Sections 1797.5, 1797.189, 1797.190, and 1797.196, Health and Safety Code. Section 1714.21, Civil Code.

**Article 3. AED Training Program Requirements**

**§ 100038. Required Hours and Topics.**

(a) The AED training component shall comply with the American Heart Association or American Red Cross standards. The course shall consist of not less than four hours, which shall include the following topics and skills:

- (1) basic CPR skills
- (2) proper use, maintenance and periodic inspection of the AED;
- (3) the importance of:
  - (A) CPR,
  - (B) defibrillation,
  - (C) advanced life support,
  - (D) adequate airway care, and
  - (E) internal emergency response system, if applicable;

- 1 (4) overview of the local EMS system, including 9-1-1 access, and interaction
- 2 with EMS personnel;
- 3 (5) assessment of an unconscious patient, to include evaluation of airway,
- 4 breathing and circulation, to determine if cardiac arrest has occurred and the
- 5 appropriateness of applying and activating an AED;
- 6 (6) information relating to defibrillator safety precautions to enable the individual
- 7 to administer shock without jeopardizing the safety of the patient or the
- 8 authorized individual or other nearby persons to include, but not be limited to;
- 9 (A) age and weight restrictions for use of the AED,
- 10 (B) presence of water or liquid on or around the victim,
- 11 (C) presence of transdermal medications, and
- 12 (D) implantable pacemakers or automatic implantable cardioverter-defibrillators;
- 13 (7) recognition that an electrical shock has been delivered to the patient and that
- 14 the defibrillator is no longer charged;
- 15 (8) rapid, accurate assessment of the patient's post-shock status to determine if
- 16 further activation of the AED is necessary; and,
- 17 (9) authorized individual's responsibility for continuation of care, such as the
- 18 repeated shocks if necessary, and/or accompaniment to the hospital, if indicated,
- 19 or until the arrival of more medically qualified personnel.
- 20 (b) The required hours for an AED training program can be reduced by no more
- 21 than two hours for students who can show they have been certified in a basic
- 22 CPR course in the past year and demonstrate to a qualified CPR instructor that
- 23 they are proficient in the current techniques of CPR.
- 24 Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.
- 25 Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.
- 26 Section 1714.21, Civil Code.

27

28 **§ 100039. Medical Director Requirements**

29 Any AED training course for non-licensed or non-certified personnel shall have a  
30 physician medical director who:

- 31 (a) Meets the qualifications of a prescribing physician.
- 32 (b) Shall approve a process to ensure instructors are properly qualified to the
- 33 AED instructor standards established by the American Heart Association or the
- 34 American Red Cross and ensure that instructors are trained to the course
- 35 content.
- 36 (c) Shall ensure that all courses meet the requirements of this chapter.
- 37 (d) May also serve as the "prescribing physician."

38 Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
39 Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
40 Section 1714.21, Civil Code.

41

42 **§ 100040. Testing.**

43 In order for an individual to be authorized to use the AED, the individual shall  
44 pass a written and skills examination, which tests the ability to assess and  
45 manage the specified conditions prescribed in Section 100038.



1 Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
2 Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
3 Section 1714.21, Civil Code.  
4

5 **§ 100041. Written Validation.**

6 The prescribing physician shall issue to the authorized individual a written  
7 validation or other documented proof of the authorized individual's ability to use  
8 an AED. The requirements for a "Written Validation" and "Prescription for Use"  
9 can both be satisfied by the issuance of a written certification card from an AED  
10 training program. The prescribing physician's signature shall be on file with the  
11 AED training program authorizing the issuance of the written certification card  
12 upon successful completion of the required training.

13 Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
14 Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
15 Section 1714.21, Civil Code.  
16

17 **Article 4. Operational AED Service Provider/Vendor Requirements**

18  
19 **§100042. Operational Requirements.**

20 (a) An AED Service Provider shall ensure their internal AED programs include all  
21 of the following:

22 (1) Development of an Internal Emergency Response System which complies  
23 with the regulations contained in this Chapter.

24 (2) Notification of the local EMS agency of the existence, location and type of  
25 AED at the time it is acquired.

26 (3) That all applicable local EMS policies and procedures are followed.

27 (4) That expected AED users complete a training course in CPR and AED use  
28 that complies with requirements of this chapter and the standards of the  
29 American Heart Association or the American Red Cross.

30 (5) That the defibrillator is maintained and regularly tested according to the  
31 operation and maintenance guidelines set forth by the manufacturer, and  
32 according to any applicable rules and regulations set forth by the governmental  
33 authority under the federal Food and Drug Administration and any other  
34 applicable state and federal authority.

35 (6) That the defibrillator is checked for readiness after each use and at least once  
36 every 30 days if the AED has not been used in the previous 30 days. Records of  
37 these periodic checks shall be maintained.

38 (7) That a mechanism exists to ensure that any person, either an employee or  
39 agent of the AED service provider, or member of the general public who renders  
40 emergency care or treatment on a person in cardiac arrest by using the service  
41 provider's AED activates the emergency medical services system as soon as  
42 possible, and reports any use of the AED to the local EMS agency.

43 (8) That there is involvement of a California licensed physician and surgeon in  
44 developing an Internal Emergency Response System and to ensure compliance  
45 with these regulations and requirements for training, notification and  
46 maintenance.

1 (9) That a mechanism exists that will assure the continued competency of the  
2 authorized individuals in the AED Service Provider's employ to include periodic  
3 training and skills proficiency demonstrations.

4 Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
5 Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
6 Section 1714.21, Civil Code.

7  
8 **§100043. AED Vendor Requirements**

9 Any AED vendor who sells an AED to an AED Service Provider shall notify the  
10 AED Service Provider, at the time of purchase, both orally and in writing of the  
11 AED Service Provider's responsibility to comply with the regulations contained in  
12 this Chapter.

13 Note: Authority cited: Sections 1797.107 and 1797.190, Health and Safety Code.  
14 Reference: Sections 1797.5, 1797.190, and 1797.196, Health and Safety Code.  
15 Section 1714.21, Civil Code.