

I.

The purpose of this procedure is to provide minimum standards for guidance and consistency in

- b. AED Owner: Any Department acquiring or possessing an AED is the AED Owner. Deans, Directors, Department Heads, or designee are responsible for the following:
 - i. Ensure that department-owned AEDs are inspected, tested, and maintained in

1. Recognition of the signs and symptoms of sudden cardiac arrest.
 2. Instruction for CPR and AED protocols.
 3. Specific instructions to contact University PD to access emergency medical services or call 911, identify the problem and your, send extra staff to the building entrance to meet the responders.
 4. Location of the AED units in the building.
 5. Refresher training, as required by the training organization selected. All University personnel who have been identified as AED responders are required to attend an approved CPR/AED training course.
- a. Following any event involving the use of an AED, the responder must complete the AED Use Report (See Appendix A) and send to EHS at ehs@tntech.edu.
 - b. EHS will provide a copy of the AED Use Report to the Medical Director and local EMS.
- a. The following records must be maintained by AED owners with copies provided to EHS:
 - i. Periodic maintenance, repair and inspection records.
 - ii. Other records as defined by the equipment manufacturer.
 - iii. Record of CPR/AED employee training.
 - iv. Record of use (Appendix A).
 - v. Medical Director's approval of installation location.
 - vi. The records shall be maintained in accordance with regulatory requirements.

IX.

- a. Tennessee law provides various protections from liability to the owners and users of AED devices. See TENN. CODE ANN. § 68-140-406 (Tennessee AED Statute); TENN. CODE ANN. § 63-6-218 (Tennessee Good Samaritan Act).
- b. In addition, the duties performed by AED Directors and AED Responders will be within the scope of their employment and they, therefore, also are protected by TENN. CODE ANN. § 9-8-307 (Tennessee Claims Commission Statute). For additional information about the liability protections offered by these statutes, please contact the TTU Office of the University Counsel.
Cross-references: TENN. CODE ANN. § 68-140-710; TENN. CODE ANN. § 68-140-406; TENN. CODE ANN. § 63-6-218; TENN. CODE ANN. § 9-8-307; TENN. COMP. R. & REGS. 1200-12-01-.19.

- T.C.A. §§4-5-202, 68-140-504, 68-140-505, and 68-140-705. Original rule filed January 24, 2002; effective April 9, 2002. Amendment filed August 15, 2005; effective October 29, 2005.
- American Heart Association's 2020 Guidelines for CPR and AED use.

Date and time of Use:

Location:

AED Model:

How Were You Notified of the Emergency:

Time Notified:

Name:

Race:

Age:

Sex: