

	09-0203	AED Provider Requirements
Nor-Cal EMS Policy & Procedure Manual	Provider Requirements	
Effective Date: 05/26/2020	Next Revision: 05/26/2023	
Approval: Jeffrey Kepple MD – MEDICAL DIRECTOR	SIGNATURE ON FILE	

## Authority

Health and Safety Code Division 2.5, California Code of Regulations, Title 22, Division 9, Chapters 1.5 & 2.

## Purpose

To establish the AED provider approval process and ongoing requirements of a Nor-Cal EMS approved AED provider.

## Definitions

1. **Automated External Defibrillator (AED):** An external defibrillator capable of cardiac rhythm analysis that will charge and deliver a shock, either automatically or by user interaction, after electronically detecting and assessing ventricular fibrillation or rapid ventricular tachycardia.
2. **AED Provider:** An organization that employs Public Safety First Aid (PSFA), Emergency Medical Responder (EMR) and/or Emergency Medical Technician (EMT) personnel, and who obtains AEDs for the purpose of providing AED services to the general public.

## Policy

An AED provider shall be approved by Nor-Cal EMS and continually meet all requirements set forth by State law, regulations, and EMS policies. AED provider approval may be revoked or suspended for failure to comply with the requirements of this policy.

## Procedure

### *AED Provider Approval Process*

1. An EMS prehospital service provider desiring to provide AED services to the general public shall submit a written request to Nor-Cal EMS for approval to provide such services. The written request shall include the following:
  - A. Organization name, address and contact information.
  - B. A description of the number, type, and location of AEDs that will be utilized.
  - C. A description of the organization's AED Maintenance program.
  - D. A description of the organization's procedures for collection and retention of AED utilization medical records.
  - E. A description of the organization's quality improvement (QI) monitoring and oversight processes related to AED utilization.
2. Program approval or disapproval shall be made by Nor-Cal EMS within thirty (30) calendar days after receipt of all required documentation listed in this section.

### *Approved AED Provider Requirements*

1. A Nor-Cal EMS approved AED provider shall continually comply with the following:
2. Provide orientation of AED authorized personnel to the AED.
3. Ensure initial training and continued competency of AED authorized personnel.
4. Maintain a listing of all AED authorized PSFA, EMR and EMT personnel, and provide this information to Nor-Cal EMS upon initial AED Provider approval. Updated staff rosters are to be submitted with any change in staff as well as annually by the end of the first quarter of the calendar year.
5. Notify Nor-Cal EMS within 48 hours of any AED equipment malfunction or inappropriate application/use of an AED.
6. Submit a copy of the AED usage form to Nor-Cal EMS within 48 hours of incident.
7. Collect and submit the following information as part of the EMS prehospital service Emergency Medical Services Quality Improvement Program (EMSQIP) annual report:
  - A. The number of patients with sudden cardiac arrest receiving CPR prior to arrival of emergency medical care.
  - B. The number of patients on whom defibrillatory shocks were administered.
  - C. A summary of QI issues or concerns related to the organizations AED program.
  - D. Any additional AED provider data deemed necessary by Nor-Cal EMS.