

# MEMO



**TO: Districts Mutual Insurance Risk Managers**

**FROM: Steven Stoeger-Moore**

**DATE: 21 October 2004**

**RE: Automated External Defibrillators (AED)**

During the October 15<sup>th</sup> Risk Managers meeting the prospective use of AED units was discussed. In the near future “the standard of care” for high visibility, public entity buildings will include an AED program. Just as the hand-held fire extinguisher has now become a common and expected device so too will the AED unit.

From the prospective of the insurance carrier the following general guidelines are offered:

- The AED unit should be stored in an alarmed cabinet.
- A cadre of trained responders (District employees and or volunteers) should be identified.
- A “public access” program is not endorsed
- All required certification and subsequent retraining should be documented.
- Required and/or recommended manufacturer maintenance for the AED should be documented.
- Centralized, local record keeping should be performed.
- Each District should develop and publish a procedure for use/availability of the AED.
- Consideration of the accessibility of emergency services via 911 should be given

The deployment of an AED program is a District decision. If the District does intend to implement an AED program the above guidelines are offered to guide and assist in the implementation. If the District does implement an AED program DMI will require a submission of documentation in response to the above-suggested guidelines.

If I can offer any additional perspective or assistance feel free to contact me at 262/268-6954 or via e-mail at: [districtsmutualinsurance@direcway.com](mailto:districtsmutualinsurance@direcway.com)

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