

Policy and Procedures for Public Use of Loaner AED Program
City of Henderson Fire Department

Effective Date: 11-1-2013

Revised: N/A

I. Policy:

The City of Henderson Fire Department establishes the following eligibility and application guidelines for the Public Use of Loaner AED Program (“Program”).

II. Purpose:

This policy establishes the necessary criteria and process to determine who and how persons may participate in the Program.

The City of Henderson Fire Department is committed to providing loaner AED’s to the public at no cost to those deemed eligible for the purpose of expanding AED coverage at public gatherings/sporting events.

III. Definitions:

Automated External Defibrillator (“AED”): A device which combines a heart monitor and defibrillator and has been approved by the United States Food and Drug Administration, is capable of recognizing the presence or absence of ventricular fibrillation or rapid ventricular tachycardia, is capable of determining without intervention by an operator, whether defibrillation should be performed, and automatically charges and prompts a user to deliver a shock when necessary.

Qualified Provider: A person who is at least age 18; who has successfully completed “Chest Compression Training”; and has reviewed the “AED Instructional Video.” This Qualified Provider status is good for 1 year from date of issue. (For those with an active CPR certification card, the chest compression training is optional.)

Return Date: This date will be within 24 hours of the end of the event, as indicated on the Application form in the “Requested Return Date.”

IV. Guidelines/Procedures:

A. Eligibility Criteria for Qualified Providers:

AED’s may only be provided to Qualified Providers who meet the following criteria:

1. 18 years of age or older.
2. Successfully completed “Chest Compression Training” and a review of the “AED Instructional Video” prior to the event date.
3. Event must be within the City of Henderson.
4. Signed a release of liability waiver. (Form # AED-2)

5. Provided a \$1250.00 dollar deposit or a credit card charge authorization form (Form # AED-3) which would be used in the event that the AED is not returned, in the same or similar condition, within 5 days of the return date.

B. Public AED Loaner Application/Loaner Process

1. Usage of loaner AED must be at an event that occurs within the City of Henderson.
2. Requests for usage of a loaner AED must be received by the City of Henderson EMS Division no later than 3 weeks in advance of the intended usage date during the business hours of Monday-Thursday, 0730-1730.
3. Approval of requests will be subject to AED and training availability.
4. Approval or denial of the request will be communicated to the applicant by the City of Henderson Fire Department EMS Division via one of the following methods: phone, electronic mail, mail, or fax.
5. Upon approval of request, an individual must be designated as the "Qualified Provider." This individual will be responsible for the training, transportation, storage, operation, and return of the AED. Otherwise, regular and proper maintenance of the equipment between events shall be the responsibility of the Henderson Fire Department.
6. After successful completion of the training, an AED will be issued to the "Qualified Provider." "Qualified Provider" status for the applicant will be in effect for 1 year from date issued.
7. The "Qualified Provider" will be required to (1) sign a release of liability waiver, Form # AED-2, and (2) provide a \$1250.00 dollar deposit or sign a credit card charge authorization form, Form # AED-3. The deposit or the credit card will not be used unless the Qualified Provider fails to return the AED, in the same or similar condition, within 5 days of the return date.
8. Training and AED pick up and return is available Monday-Thursday 0730-1730. For weekend events, units may be picked up the Thursday prior to the event and returned the following Monday.