



AUTOMATED EXTERNAL DEFIBRILLATOR (AED) SERVICE PROVIDER PROGRAM APPLICATION & APPROVAL PROCESS

PURPOSE

To establish the initial application process and procedure for approval of First Responder/Public Safety AED Service Providers in the Yolo County Emergency Services Agency (YEMSA).

AUTHORITY

Health & Safety Code, Division 2.5, Chapter 2, §§ 1797.80, 1797.90
Health & Safety Code, Division 2.5, Chapter 3, Article 5, §§ 1797.170, 1797.177, 1797.182
Health & Safety Code, Division 2.5, Chapter 4, Article 1, § 1797.220
Health & Safety Code, Division 2.5, Chapter 5, § 1798.2
Health & Safety Code, Division 2.5, Chapter 6, Article 1, § 1798.104
California Code of Regulations, Title 22, Division 9, Chapters 1.5, 2

POLICY

A First Responder/Public Safety AED Service Provider shall meet all requirements set forth by State law, regulations and YEMSA policy.

FIRST RESPONDER/PUBLIC SAFETY AED PROGRAM APPLICATION FOR APPROVAL REQUIREMENTS

- I. Any Service Provider requesting to utilize AED as a skill for a First Responder and/or an Optional Scope skill for Public Safety Employees shall submit a YEMSA First Responder/Public Safety AED Service Provider: Application for Approval packet to YEMSA.
- II. All applicant agencies shall fully complete the application packet. Incomplete applications will not be processed. The required information/documentation of a complete application includes the following:
 - A. **A Letter of Intent** to provide AED services from an AED Service Provider chief officer expressing willingness to abide by all YEMSA policies, procedures and AED program requirements.
 - B. **A Description of the Geographic Area** within which the First Responder/Public Safety AED will be utilized.
 - C. **Training Program** – outline, objectives and name of YEMSA authorized AED Instructor(s).
 - D. **Letter of Support** from the local Base Hospital or the local Advanced Life Support (ALS) Provider documenting acceptance of the AED program. The Base Hospital or the ALS Provider will be responsible for reviewing all AED uses for Quality Improvement (QI) purposes.
 - E. Specify the **type** (automatic or semiautomatic) **and the brand name of the AED equipment** proposed for use.



Yolo County Emergency Medical Services Agency

AED

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- F. A written Service Provider **Continuous Quality Improvement Program (CQIP)**, including name(s) of personnel responsible for the program.
- G. AED Service Provider **Policies and Procedures** to:
 - 1. Provide orientation of AED authorized personnel to the AED.
 - 2. Ensure continued competency of AED authorized personnel.
 - 3. Collect and report data to the YEMSA.
 - 4. Provide for collection, disposition and retention of all pertinent medical records.
- H. Personnel information:
 - 1. Number of proposed First Responder/Public Safety AED personnel to be employed.
 - 2. Number of vehicles staffed with First Responder/Public Safety AED personnel.
 - 3. Proposed number of First Responder/Public Safety personnel to be trained/authorized to utilize an AED.
 - 4. Proposed target date for beginning service.

FIRST RESPONDER/PUBLIC SAFETY AED PROGRAM APPROVAL PROCESS

- I. YEMSA shall notify the Service Provider submitting its application for AED Service Provider approval within seven (7) days of receiving the request that:
 - A. The application has been received;
 - B. The application contains or does not contain the requested information; and
 - C. What information, if any, is missing from the application.
- II. Program approval or disapproval shall be made, in writing, to the applicant within a reasonable period of time, after receipt of all required documentation. This time period shall not exceed thirty (30) days.

FIRST RESPONDER/PUBLIC SAFETY AED PROGRAM IMPLEMENTATION REQUIREMENTS

- I. Prior to implementation of a YEMSA approved First Responder/Public Safety AED Program; the Service Provider shall complete and maintain a list of all First Responder/Public Safety Authorized Personnel, to include the following information:
 - A. First Responder certification or Public Safety First Aid expiration date.
 - B. Expiration date of certification in accordance with the 2015 American Heart Association (AHA) Basic Life Support (BLS) for Healthcare Providers Cardiopulmonary Resuscitation (CPR)/AED Program, or equivalent level.
 - C. Proof of completion of an initial four (4) hour AED training program and successful completion of written and skills examinations. (Required only for personnel not certified as an Emergency Medical Responder [EMR] or Emergency Medical Technician [EMT])
 - D. Note: This information shall be provided to YEMSA upon request
- II. An approved First Responder/Public Safety AED Service Provider and their authorized personnel shall be recognized statewide.