AED authority®

Simply Saving Lives

AED Site Assessment Guide

Creating an effective Automated External Defibrillator (AED) program and emergency response plan.

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Table of Contents

1
Overview

2
Response Plan
- Chain of survival
- DRSABCD

3
Site Assessment
- Mapping out facility
- Injury potentials

4
Putting it all together

5
Site Assessment Form
- General
- Organisational
- Medical preparedness
- Incident history
- Floor Plan

10
Next Steps

Overview

AED Authority Australia is a privately owned health and safety company that wants to improve the sudden cardiac arrest survival rate in Australia by getting more businesses and people to invest in readily accessible defibrillators.

SIMPLY PUT, WE WANT TO MAKE IT EASIER TO SAVE LIVES.

We want to see automated external defibrillators (AEDs) in more workplaces, community spaces and homes, and help people understand how easy they are to use and how simple it is to save a life.

Fitting out your office or place of work with a defibrillator is a great decision. You're already on your way to help saving a life. Having an AED on site means you are better prepared to assist someone suffering a cardiac arrest and are investing in the protection of those around you.

Completing and returning our AED site assessment form provides us with crucial information. Our expert team use it to assess your organisation's needs and provide you with the right advice on implementing an effective AED program.

The purchase of an AED will enhance the first aid capabilities and emergency responses of individuals and organisations of all types.

This guide considers all the critical factors of your situation; everything from the physical to the technical and even the personal is looked at. The size and layout of your physical environment will determine the placement of these lifesaving devices, and how many you need to ensure your nearest defibrillator is no more than 90 seconds away.

Our AED site assessment form allows us to gain greater knowledge of:

YOUR WORKPLACE | **YOUR WORKFORCE** | **FIRST AID TRAINED STAFF** | **AMBULANCE CAPABILITIES**

Before recommending a device, we do a risk assessment of your environment. We consider who is likely to be a first responder, who visits your site regularly, and what the general level of first aid knowledge is. It seems like a lot of information, but it allows us to completely tailor our services and your solution.

Response Plan

Having an effective response plan is one of the most important steps to ensuring a defibrillator is applied to a person suffering sudden cardiac arrest (SCA) in time. By following the steps in the chain of survival and getting a defibrillator to the sufferer of SCA within three minutes of collapse you increase their chance of survival by 90%.

The chain of survival

The chain of survival is a series of basic life support steps that, when followed promptly, give a patient the best chance of surviving an out of hospital cardiac arrest. Bystanders can help save lives when they act on the first three links in the chain. Each of these can be performed by anyone and should be. Every minute matters when treating cardiac arrest and as the Australian Resuscitation Council advises: any attempt at resuscitation is better than no attempt.

DOWNLOAD THE DRASABCD ACTION PLAN

Every response plan should start with the chain of survival. Knowing the chain means you know how to help someone survive SCA, but chains are only as strong as their weakest link. Don't make the lack of an AED your weakest link.

Early call for help

If someone is not responsive and not breathing normally, immediately call emergency services (000) and get an AED. An early call for help gives the next two links the greatest opportunity for success, because the sooner the ambulance arrives, the sooner advanced care can begin.

Early CPR

Cardiopulmonary resuscitation (CPR) is a combination of chest compressions and airway ventilation. Use a ratio of 30 compressions to two breaths or compression only. Chest compressions help oxygenated blood flow to the person's brain and heart until an AED can be used to attempt to restore a normal heart rhythm or advanced medical personnel arrive.

Early defibrillator

Attach an AED as soon as possible and follow the prompts. It is universally recognised that early defibrillator significantly improves survival rates. Survival can be significantly improved even 6-10 minutes after arrest, as long as effective CPR has been started early in the arrest. CPR alone is not enough – only a defibrillator can shock a heart back into a normal rhythm.

Early advanced care

Paramedics and other highly trained EMS personnel provide this advanced life support, which can include basic life support, defibrillation, administration of cardiac drugs, and the insertion of endotracheal breathing tubes (intubation). They can help maintain a normal heart rhythm after successful defibrillation and monitor the patient on the way to the hospital.

AED Site Assessment

Knowing the chain of survival is just the start. A complete AED program includes a site assessment to determine the risk of SCA among workers, customers and other visitors to your site; and to identify possible locations for AEDs. The most important consideration is the physical size of the work area, which determines the "drop-to-shock" timeframe to how long it takes to get an AED to the victim of SCA. The goal is to deliver defibrillation within three to five minutes of the onset of SCA.

Mapping out the facility

AEDs are typically located in lobbies, main hallways, large meeting rooms, and near restrooms. It's best to avoid remote offices or crowded storage rooms. To assess your workplace and determine the best placement options, start from where you think you would place a device and map how far you can get in 90 seconds in all directions. This is the effective reach of your AED.

For small workplaces, one AED will be sufficient, while large, spread-out facilities could require several devices. Timing from your workplace entrances is also important, as it will calculate how long paramedics will take to reach the furthest point of the building.

> It is important to remember that in busy areas such as lunchrooms, installed AEDs are often overlooked.

Injury potential

Once the various routes and distances within a building have been timed and marked on the floor plan, the next step in the risk assessment is identifying potential hazards. Understanding both the type and likelihood of possible injuries associated with different work areas within the building can help determine AED placement in the facility. Add these to your floor plan.

DOWNLOAD THE AED SITE ASSESSMENT FORM

A completed AED site assessment provides much of the information you need for a comprehensive and customised AED program.

Right: Example of a risk assessment table highlighting potential injuries

Injury type	Unlikely 0 points	Possible 1 points	Likely 2 points	Certain 3 points
Falls (over 3 meters)				
Falls (under 3 meters)				
Laceration (cuts)				
Abrasion (scrape)				
Contusion (bruise)				
Amputation				
Crush injuries				
Burns (thermal or chemical)				
Electric shock				
Exposure (chemical etc)				
Heat stress				
Hypothermia (cold)				
Poisoning				
Respiratory impairment				
Loss of consciousness				
Choking risk				
Fracture				
Sprain/strain				
Repetitive strain injury				
Dislocation				
	Probability			

Putting it all Together

Taking all the risk and distance factors into consideration, plan the number of AED devices needed and where they will be installed to reach an SCA sufferer within 3 minutes of collapse.

If your site requires multiple AEDs, we recommended you start AED placement nearest to the highest risk areas then work outwards, always aiming for three minutes or less between AEDs.

If the number of AED devices available for installation is limited but you want optimum coverage, we recommended that the AED is located not more than 90 seconds from the highest risk areas and especially those high risk areas that are also high traffic.

All AEDs should be strategically placed, highly visible, in common areas, and well signed.

The availability of prepared and informed staff greatly impacts the effectiveness of an AED placement plan.

AED Site Assessment Form

GENERAL		
Business Name:		
Address:		
Suburb:	State:	Postcode:
Contact:		
Title:		
Phone:	Email:	

DOWNLOAD THE PRINTABLE AED SITE ASSESSMENT FORM HERE

ORGANISATIONAL

Number of buildings on site:

Number of floors:

Number of workers/visitors on site:

Regular business hours:

Who activates emergency services? (calls 000):

Reception ☐ Responder ☐ Security ☐ Other:

What is the risk level at your wokplace? low ☐ high ☐

If high risk, what are the workplace hazards?

- Mechanical – plant equipment etc ☐
- Chemical and biological ☐
- Sources of energy – electricity, noise etc ☐
- Body stressing/impact – manual handling of goods etc ☐
- Gravity – potential for falls ☐
- Psychological – workplace stress, fatigue, violence or bullying ☐
- Other (please specify)

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MEDICAL PREPAREDNESS								
First aid training?	YES	☐	NO	☐				
Highest level of certification:								
Do you have designated first aiders/response team:								
Onsite medical equipment:								
first aid kit ☐	oxygen kit ☐	AED ☐	burn kit ☐	BLS kit				
Employee awareness:								
location of equipment ☐	identification of first aiders ☐	procedures to be followed ☐						
Number of AEDs onsite:								
AED signage:	YES	☐	NO	☐				
Department/person that inspects AED:								
How far away is nearest hospital/ambulance service?								

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Incident history:

Floor plan:

ATTACH FLOOR PLAN HERE OR DRAW ABOVE

DOWNLOAD THE PRINTABLE AED SITE ASSESSMENT FORM HERE

Next Steps

Talk to the team at **AED Authority** to organise an AED program based on your site assessment.

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1300 233 123
sales@aedauthority.com.au
41 Marconi Drive, Dandenong South VIC 3175

aedauthority.com.au