

## **Policy and maintenance of Automated External Defibrillator**

### **Background**

The Resuscitation Council UK publication 'A guide to Automated External Defibrillators (AED) December 2019' was the key source material used by members to shape this policy and maintenance paper.

At the committee meeting on 7th December 2021 a paper based on the above publication was presented to members. Following discussion, members agreed to recommend to the AGM that a defibrillator be purchased.

At the AGM on 11th January 2022 members approved the purchase of a defibrillator.

In April 2022 funding was secured from the North Lincolnshire Council Community Grant scheme and the Freemasons donated a Cardiac Science specific wall cabinet.

On the 27th May 2022 an iPad SP1 Semi Automatic defibrillator was placed in the Cardiac Science wall cabinet, inside the main shed at the allotments. An information sheet outlining the actions to be taken in the event of someone falling ill, was forwarded to each plot holder (attached).

The defibrillator was registered on the Circuit, the national defibrillator network on 27th May 2022.

### **Installation**

Following the advice in the aforementioned publication, the defibrillator was located inside the main shed and housed in the unlocked cabinet. The cabinet has an alarm, which is activated when the door is opened. This alerts members to the fact that the defibrillator has been removed and therefore support may be required.

This location is within 200 metres of all plots.

The cabinet has been insulated to keep the defibrillator above freezing point and therefore constantly within the operating temperature range. This will be monitored by the maintenance team (see below) and if the temperature of the device falls outside the range, remedial action will be taken.

A sign has been placed on the outside of the shed, adjacent to the door. This alerts everyone to the location of the device.

### **Maintenance**

The only maintenance required is regular checks of the defibrillator to ensure the warning lights for the device, battery and pads are correct. Monthly checks will be

undertaken by Kevin Sharp and John Johnston and a record will be made of each check in a log book attached to the cabinet.

The Pads will be replaced no later than April 2024 and the battery replaced sometime prior to the 5th year anniversary of purchase, in April 2027.

The 'instructions for use' booklet will be located with the maintenance log, adjacent to the cabinet.

### **Training**

All plot holders have had the opportunity to attend an awareness presentation by Wel Medical and in addition have been offered a locally delivered briefing by a medically trained plot holder.

The Committee will consider whether further medical training is to be made available to plot holders.

### **Policy and Maintenance Review**

This paper is to be reviewed bi annually in 2024, 2026, 2028 and 2030.

## **Barton Upon Humber Allotment Society**



### **What to do if someone has severe chest pains?**

1. Stay with the person who has fallen ill and dial 999. The operator will guide you through what to do, including how to look after the 'patient', perform CPR and use the defibrillator (if required).
2. Shout for assistance from other plot holders.
3. Check if anyone present can perform CPR (just in case).
4. If someone is with you, send them to the main shed to get the Defibrillator.
5. If an ambulance is on its way and there are plenty of members assisting you, send someone to the junction with Gravel Pit Lane and another to the allotment gates to direct the ambulance.