



Safety Instruction

Automated External Defibrillator (AED)

Introduction

The goal of an Automated External Defibrillator (AED) program is to increase the rate of survival of people who have sudden cardiac arrest. AEDs make it possible for trained responders to administer defibrillation prior to the arrival of Emergency Medical Services.

OSU is committed to the health and safety of the OSU community. This unit rule establishes an AED program for the OSU community that will:

- Implement enhanced life safety response measures;
- Meet regulatory compliance;
- Provide continuity and consistency across campus in AED installation, maintenance, and use; and,
- Establish AED user training requirements.



All places of public assembly that have 50,000 ft² or more and where at least 50 persons congregate on a normal business day will be required to possess at least one AED and therefore must comply with the AED rule where noted. EH&S will manage these units and any expenses associated with them.

Departments may choose to acquire additional AEDs in addition to those located with public assembly locations, and will be directly responsible for their purchase and maintenance.

Responsibilities

Environmental Health and Safety

The EH&S Department will assist AED owners with program management. EH&S will:

- Review AED program applications submitted by departments or units.
- Assist AED owners with programmatic content and selection of an AED.
- Identify buildings/areas where AED's are required in public assembly locations and inspect those units.
- Maintain and provide an inventory of AED locations on campus.

Departments and Administrative Units

Departments and other administrative units that request and acquire an AED are responsible for maintaining the device to meet regulatory compliance, the manufacturer's standards, the American Heart Association or the American Red Cross, and the OSU policy. AED owners must:

- Submit the AED Request Form to EH&S for approval prior to purchasing the AED.
- Designate an individual who will be responsible for the management of the AED program for the department or unit.
- Ensure that inspections are conducted monthly.
- Ensure maintenance is conducted in a timely manner and in accordance with the manufacturer's instructions.
- Purchase and replace batteries, pads, and/or other supplies as needed.
- Provide or arrange for training and/or refresher training in AED use for the designated staff member. Make a reasonable effort to train sufficient staff in order to have at least one trained staff member on site during normal business hours.
- Notify Human Resources via the Public Incident Report system within 24 hours of an incident or before the end of the business day.

Training

To become trained in First Aid/CPR/AED, contact your nearest American Red Cross.

Contact EHS:
safety@oregonstate.edu
oregonstate.edu/ehs/
541 • 737 • 2273

Resources & Forms

AED Campus Map: <https://ehs.oregonstate.edu/aed-map>
[AED Program Unit Level Rule](#)

The following forms can be accessed from the [EHS Forms webpage](#):

- AED Request Form
- AED Maintenance Logs