

After Use of the AED: What To Do Following an SCA Event

1. Document the SCA event.

- a. Complete the Emergency Summary Form no more than 24 hours following the event.
- b. Give the Emergency Summary Form and all other documentation to the Health and Safety Coordinator or designee at your school within 24 hours post-event.

Note: The Emergency Summary Form is a part of the patient-care record and is confidential to both the patient and your school. This report is not to be altered once it is completed. Discussion of all aspects of the event is to be limited to team members in a formal debriefing session. To prevent violation of patient confidentiality and liability for your school, team members are to refrain from open discussion about any aspects of the medical event. Your EMS agency, Medical Director, and Attending Physician will have access to all appropriate records/downloaded data and will maintain confidential Federal HIPPA guidelines. Any dissemination of records will only be conducted after receiving appropriate patient release and consent.

2. Check AED and put back in state of readiness.

Contact the Health and Safety Coordinator at your school to help assist with the post-incident download, debrief, and device re-pack. Check the AED visually for damaged or missing parts, replace all supplies used during the event, download the AED data, run a battery-insertion test and replace the battery if indicated, and return the AED to its designated area for future use.

3. Debrief the Response Team following a resuscitation attempt.

It is critical to go over positive and negative aspects of the response and determine the possible need for changes based on the experience. Counseling should also be offered to the response team and others who may be emotionally affected by the event.

- a. Review the Emergency Summary Form at the debriefing session with your Response Team, ideally within 48 hours of the incident.
- b. Discuss what went well and what you would do differently.
- c. If the resuscitation attempt was unsuccessful, affirm to the team they did their best and that many people die despite receiving timely and appropriate care for SCA.
- d. If appropriate, and with the help of a School Counselor, follow the steps of Critical Incident Stress Debriefing as outlined by the American Academy of Experts in Traumatic Stress.



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