

# Program Notice

GIPSA PN-04-04

03/12/04

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## AUTOMATED EXTERNAL DEFIBRILLATORS

### 1. PURPOSE

This notice establishes the Grain Inspection, Packers and Stockyards Administration (GIPSA) policy, guidelines, and responsibility for Automated External Defibrillators (AED's).

### 2. EFFECTIVE DATE

This action is effective immediately.

### 3. BACKGROUND

The Occupational Safety and Health Administration (OSHA) estimates 13 percent of all workplace fatalities may occur annually as the result of cardiac arrest. AED's, when used by trained personnel, can aid persons experiencing cardiac arrest with ventricular fibrillation.

### 4. AUTHORITIES/REFERENCES

- a. Office of Management and Budget Prompt Letter, dated September 18, 2001, Automated External Defibrillators.
- b. Department of Health and Human Services and General Services Administration (GSA) Guidelines for Public Access Defibrillation Programs in Federal Facilities, Federal Register, dated May 23, 2001, Volume 66, Number 100, pages 28495-28511.
- c. Public Health Improvement Act, Public Law 106-505, dated November 13, 2000.

**5. POLICY**

It is GIPSA policy that:

- a. Respective GIPSA regional supervisors, field office managers, and division directors will provide for AED placement at their discretion.
- b. The decision to procure an AED for use in medical emergencies involving cardiac arrest must be based upon the criteria in the above references.
- c. GIPSA regional supervisors, field office managers, and division directors must ensure that all requirements of the authorities are met.

**6. GUIDELINES**

GIPSA offices and laboratories contemplating the purchase of AED's must consider the following criteria before purchasing equipment:

- a. Distance/response time for nearest emergency medical service to reach the location in the event of emergency.
- b. Employees at the work site who are at risk for cardiac emergency, or frequency/number of visitors from the general public.
- c. Employees or other occupants readily available and willing to be properly trained to use the AED and/or Cardiopulmonary Resuscitation (CPR), and willing to respond to emergencies. Concurrent training in CPR and AED use is mandatory.
- d. Local availability of physician-supervised training. Since AED is a prescription-required medical device, program development assistance and approval is required prior to purchase. AED manufacturers, the American Red Cross, the American Heart Association, local fire and emergency service agencies, and other resources may be available to assist local GIPSA officials in training and program development.
- e. A written program for AED use, as referenced in 6.d. above, must be incorporated into the office's Emergency Preparedness and Response Plan or the facility's Occupant Emergency Plan (OEP). In GSA-controlled space, the OEP is the responsibility of the Designated GSA Official. In GIPSA-controlled space, the Emergency Preparedness and Response Plan is the responsibility of the senior manager/supervisor.

**7. RESPONSIBILITY**

It is the responsibility of each supervisor/manager/director choosing to procure and/or use an AED to ensure that the requirements for an effective AED program are fully implemented at the work location.

**8. INQUIRIES**

Direct inquiries regarding AED program requirements, as well as requests for copies of the authorities and references mentioned in section 4, to the Safety and Issuance Management Branch (FGIS-Compliance Division), at (202) 720-0244.

*/s/ Donna Reifschneider*

Donna Reifschneider  
Administrator