**AED Incident Debriefing**

This document is intended as a general resource to assist in recovery after an event where an AED was used.

A debriefing session should immediately follow any unplanned event (i.e. sudden cardiac arrest) in which the AED was used. These sessions could include the Site Coordinator as well as the members of the Emergency Response Team. This meeting is a supportive discussion of the involvement, thoughts, reactions and feelings resulting from the incident. Ideally, this discussion involves someone trained in critical incident debriefing. Oftentimes local EMS offers this service. Consider contacting your local EMS for what’s available in your area.

*\*\*\*Please check with your school district and/or state privacy laws before releasing any information pertaining to an event in which the AED is used\*\*\**

It is important to consider staff and students outside of the Emergency Response Team who might also need support. Those affected by the event may need separate counseling.

Depending on the outcome of the event, and being respectful of the privacy of the individual involved, consideration may be given to inviting the school crisis team/support staff, clergy, your school’s Medical Director (if applicable), Project ADAM Coordinator, Project ADAM Medical Director, EMS and/or a parent or representative of the family for an additional debriefing session.

Points to remember after a Sudden Cardiac Arrest (SCA) Event:

* Be mindful of your local and state privacy laws.
* Be respectful of the victim/survivor and their family. Regardless of the outcome, the family has had a life-altering event and needs time to process what has happened.
* Remind your team that even a perfectly executed response doesn’t guarantee a perfect outcome. Assure them that they did everything they could to respond to the emergency.

Additional Follow-up after the AED is used:

Event data:

Retrieving data from the AED can be crucial for the cardiologist in determining a future treatment plan. Immediately following the event in which the AED is used on a victim, an individual should coordinate obtaining data from the unit. Your EMS liaison, local AED distributor, Project ADAM Medical Director and/or Project ADAM Coordinator may be able to support you with this process.

Reservicing AED unit and restocking supplies:

Your AED manufacturer will have guidelines for reservicing your unit. New pads will need to be purchased and the AED battery will need to be checked/replaced, depending on the unit. Typically the AED can be put back in service without a great deal of delay. Your AED vendor representative should be able to service your unit.

You may need to restock supplies after an event. If the pads, razor, towel or other supplies were used and are not reusable, contact your AED vendor for replacements. Often vendors provide these items free of charge after an event. Also, check to see if your local Project ADAM affiliate has an AED pad replacement program.

Use of an alternate AED unit may be necessary until the AED used for this emergency is serviced. Create a plan with your local EMS or a school that has more than one AED to ensure coverage until your original unit is reserviced.

Finally, report the incident to your local Project ADAM affiliate. A Project ADAM AED Report Form can be found by visiting: <https://www.projectadam.com/Heartsafeschools>