

Office/Contact: Division of Technology & Security

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SOUTH DAKOTA STATE UNIVERSITY
Policy and Procedure Manual

SUBJECT: Automated External Defibrillator (AED) Policy

NUMBER: 10:5

1. Purpose

The purpose of this policy and its procedures is to establish the standards for the purchase, installation, testing, training, inspection, maintenance, and non-medical use of automated external defibrillators at the University. This policy and its procedures do not apply to medical response use of automated e

- b. All purchase, installation, testing, training, inspection, maintenance, and non-medical use of University AEDs will performed in a standardized manner as coordinated through the AED Program.
 - c. Individuals are not required to use or attempt to use and AED at the University. Those who choose to use an AED in a non-medical instance in an emergency do so on a voluntary basis and are not directed to do so by the University.
4. Procedures
- a. The Department requesting an AED is responsible for:
 - i. Prior to purchasing or acquiring an AED:
 - 1. Developing a Departmental AED Program and obtaining approval by EHS under the University AED Program;
 - 2. Obtaining AED and AED location approval from EHS;
 - 3. Contacting Facilities and Services to determine AED installation costs;
 - 4. Providing the University Purchasing Office the AED purchase request and the required

- i. In new construction and facility renovation the purchase and installation may be considered as part of the cost of the project.
 - ii. The proposed AED is subject to all the requirements of this policy and its procedures.
 - f. Existing Devices
 - i. With the exception of purchase and installation, all existing AEDs will conform to this policy within thirty (30) days of its approval or will be removed.
- 5. Responsible Administrator

The Vice President for Technology and Security, successor, or designee, is responsible for the annual and ad hoc review of this policy and its procedures. The University President