



New York State
Department of Health
Bureau of Emergency Medical Services

POLICY STATEMENT

Supersedes/Updates: 98-10, 06-03, 07-04

No. 09-03

Date: March 6, 2009

**Re: Public Access
Defibrillation**

Page 1 of 5

The purpose of this policy is to assist a person, firm, organization or other entity in understanding the notification process for operating an automated external defibrillator pursuant to a collaborative agreement under the provisions of Chapter 552 of the Laws of 1998 authorizing Public Access Defibrillation. A Public Access Defibrillation (PAD) program is designed to encourage greater acquisition, deployment and use of automatic external defibrillators (AED) in communities around the state in an effort to reduce the numbers of deaths associated with sudden cardiac arrest. Since the enabling legislation's inception, there have been 4,889 PAD programs established, with over 156,167 people trained and 21,692 AED machines in public sites across the state. This program has been successful in saving many lives all across New York State.

At present, the following facilities or organizations must have trained providers and an AED on site:

- Public schools (§ 1 of the Education Law);
- State owned public buildings (Title 9 of Executive Law Subtitle G§ 303.1);
- Health clubs with a membership of greater than 500 people (General Business Law § 627-A);
- Public gathering locations (PHL § 225–5(b)), and
- Public surf beaches with lifeguards (PHL § 225–5(c)).

To be authorized to use an AED under this statute an individual or organization needs to make specific notification of intent to establish a PAD program to the appropriate Regional Emergency Medical Services Council (REMSCO) and the New York State Department of Health (DOH).

There are no approvals or certifications required.

Public Access Defibrillation Program Requirements

Original Notification Process

To be authorized to have a PAD program and utilize an AED, the following steps must be completed:

- Identify a New York State licensed physician or New York State based hospital knowledgeable and experienced in emergency cardiac care to serve as Emergency Health Care Provider (EHCP) to participate in a collaborative agreement;
- Select an AED that is in compliance with the Article 30, section 3000-B (1)(A). The AED must be programmed to the current Emergency Cardiovascular Care (ECC) Guidelines, capable of defibrillating both adult and pediatric patients. Please check the shaded box on the Notice of Intent to Provide PAD (DOH-4135) if the machine is approved for pediatric use;
- Select and use a SEMAC/DOH approved PAD training course for AED users. At present, the 12 approved programs are as follows:

American Heart Association
American Red Cross
American Safety & Health Institute
Emergency Care and Safety Institute
Emergency First Response
Emergency Services Institute
EMS Safety Service, Inc

Emergency University
Medic First Aid International
National Safety Council
REMSCO of NYC, Inc
State University of NY
Wilderness Medical Associates

- Develop with the EHCP, a written collaborative agreement which shall include, but not be limited to the following items:
 - Written practice protocols for the use of the AED;
 - Written policies and procedures which include;
 - Training requirements for AED users;
 - A process for the immediate notification of EMS by calling of 911;
 - A process for identification of the location of the AED units;
 - A process for routine inspection of the AED unit(s) as well as regular maintenance and which meet or exceed manufacturers recommendations;
 - Incident documentation requirements, and
 - Participation in a regionally approved quality improvement program.
- Provide written notice to the 911 and/or the community equivalent ambulance dispatch entity of the availability of AED service at the organization's location;
- File the Notice of Intent (NOI) to Provide PAD (DOH 4135) and a signed Collaborative Agreement with the appropriate Regional Emergency Medical Services Council (REMSCO), and
- File a new NOI and Collaborative Agreement with the REMSCO if the EHCP changes.

Reporting a PAD AED Use

In the event that the PAD program uses the AED to defibrillate a person, the program must report the incident to the appropriate REMSCO. The REMSCO may request additional information regarding the incident, but the PAD must report, at a minimum, the following information:

- Provide written notification of AED usage to the REMSCO within 48 hours of the incident;
- The name of the PAD program;
- Location of the incident;
- The date and time of the incident;
- The age and gender of the patient;
- Estimated time from arrest to CPR and the 1st AED shock;
- The number of shocks administered to the patient;
- The name of the EMS agency that responded, and
- The hospital to which the patient was transported.

A copy of the usage report should also be provided to the EHCP.

Regional EMS Council Responsibility in Public Access Defibrillation

Each REMSCO is responsible for receiving and maintaining notification and utilization documentation. The REMSCOs must develop and implement the following policies and procedures:

- Insure that a copy of each new or updated Notice of Intent (DOH 4135) is forwarded to the Bureau of EMS;
- Maintain a copy of the Notice of Intent and the Collaborative Agreement;
- Collect utilization documentation and information;
- Provide detailed quarterly reports to the DOH on PAD programs in the region, and
- Develop Quality Assurance participation, data submission and documentation requirements for participating organizations.

Data Collection Requirements

REMSCO quality improvement programs are encouraged to use the data elements from the Utstein Guidelines for Prehospital Cardiac Arrest Research (Cumming RO, Chamberlain DA, Abramson NS, et al, Circulation 1991; 84:960-975).

The following minimum data set is to be developed and collected as a part of the regional PAD QI process. A copy of the data set is to be provided by each region to the DOH Bureau of EMS quarterly:

- Name of organization providing PAD;
- Date of incident;
- Time of Incident;
- Patient age;
- Patient gender;
- Estimated time from arrest to 1st AED shock;
- Estimated Time from arrest to CPR;
- Number of shocks administered to the patient;
- Transport ambulance service, and
- Patient outcome at incident site (remained unresponsive, became responsive, etc).

Ambulance and ALS First Response Services

Ambulance or ALSFR services may not participate in PAD programs for emergency response. Certified EMS agencies must apply for authority to equip and utilize AEDs through their local Regional Emergency Medical Advisory Committee (REMAC).

Please note that the Prehospital Care Report (PCR) has a check box for EMS providers to indicate that a patient has been defibrillated prior to EMS arrival by a community or by-stander PAD provider. Documenting this information is required so that the DOH may monitor the effectiveness of these community based programs

Attachments

1. Notice of Intent to Provide Public Access Defibrillation
2. Regional EMS Council Listing

Notice of Intent to Provide Public Access Defibrillation

Original Notification ☐ Update ☐

Entity Providing PAD

Name of Organization	() Telephone Number	
Name of Primary Contact Person	E-Mail Address	
Address	() Fax Number	
City	State	Zip

Type of Entity (please check the appropriate boxes)

☐ Business	☐ Fire Department/District	☐ Private School
☐ Construction Company	☐ Police Department	☐ College/University
☐ Health Club/ Gym	☐ Local Municipal Government	☐ Physician's Office
☐ Recreational Facility	☐ County Government	☐ Dental Office or Clinic
☐ Industrial Setting	☐ State Government	☐ Adult Care Facility
☐ Retail Setting	☐ Public Utilities	☐ Mental Health Office or Clinic
☐ Transportation Hub	☐ Public School K – 6	☐ Other Medical Facility (specify)
☐ Restaurant	☐ Public School 6 - 12	☐ Other (specify)

PAD Training Program (Indicate the training program chosen. Only the approved programs may be used. Please see Policy Statement 09-03 [<http://www.health.state.ny.us/nysdoh/ems/policy/09-03.htm>])

--

Automated External Defibrillator

Manufacturer of AED Unit	Model of AED Pediatric Capable ☐	Number of Trained PAD Providers	Number of AEDs
--------------------------	--	------------------------------------	----------------

Emergency Health Care Provider

Name of Emergency Health Care Provider (Hospital or Physician)	Telephone Number	
Address	() Fax Number	
City	State	Zip

Name of Ambulance Service and 911 Dispatch Center

Name of Ambulance Service and Contact Person	Telephone Number
Name of 911 Dispatch Center and Contact Person	County

Authorization Names and Signatures

CEO or Designee (Please print)	Signature	Date
Physician or Hospital Representative (Please print)	Signature	Date

DOH-4135(4/09) **Complete this form and send it with your completed Collaborative Agreement to the REMSCO for your area**

REGIONAL EMS COUNCIL LISTING

Adirondack-Appalachian REMSCO
Main St. PO Box 212
Speculator, NY 12164
(518) 548-5911
(518) 548-7605 fax

**Counties: Delaware, Fulton,
Hamilton, Montgomery, Otsego,
Schoharie**

Big Lakes Regional EMS Council
534 Main Street Suite 19
Medina, NY 14103
(585) 798-1620

**Counties: Genesee, Niagara,
Orleans**

Central NY Regional EMS Council
Jefferson Tower - Suite LL1
50 Presidential Plaza
Syracuse, NY 13202
(315) 701-5707
(315) 701-5709 – fax

**Counties: Cayuga, Cortland,
Onondaga, Oswego, Tompkins**

Finger Lakes Regional EMS Council
FLCC Geneva Ext. Ctr.
63 Pulteney Street
Geneva, NY 14456
(315) 789-0108
(315) 789-5638 fax

**Counties: Ontario, Seneca, Wayne,
Yates**

Hudson-Mohawk Regional EMS
Council
C/O REMO
1653 Central Avenue
Albany, NY 12205
(518) 464-5097
(518) 464-5099 fax

**Counties: Albany, Columbia,
Greene, Rensselaer, Saratoga,
Schenectady**

Hudson Valley Regional EMS Council
259 Route 17K - 1st Floor
Newburgh, NY 12550
(845) 567-6740
(845) 567-6730 fax

**Counties: Dutchess, Orange,
Putnam, Rockland, Sullivan, Ulster,**

Mid-State Regional EMS Council
2521 Sunset Avenue
Utica, NY 13502
(315) 738- 8351
(315) 738- 8981 fax
(888) 225-6642

**Counties: Herkimer, Madison,
Oneida**

Monroe-Livingston Reg EMS Council
Office of Prehospital Care
Strong Memorial Hospital
601 Elmwood Ave. Box 4-9200
Rochester, NY 14692
585-275-3098 or
585-273-3961

Counties: Livingston, Monroe

Mountain Lakes Regional EMS
Council
365 Aviation Road
Queensbury, NY 12804
(518) 793-8200
(518) 793-6647 fax

**Counties: Clinton, Essex, Franklin,
Warren, Washington**

Nassau Regional EMS Council
2201 Hempstead Turnpike
Bldg. A - 4th Floor
Box 78
East Meadow, NY 11554
(516) 542-0025
(516) 542-0049 fax

Counties: Nassau

North Country Regional EMS Council
SUNY Canton College of Technology
34 Cornell Drive
Canton, NY 13617
866-475-3977
315-379-3977
(315) 379-3979 fax

**Counties: Jefferson, Lewis,
St. Lawrence**

Regional EMS Council of NYC
475 Riverside Drive, Suite 1929
New York, NY 10115
(212) 870-2301
(212) 870-2302 fax

**Counties: Bronx, Kings, New York,
Queens, Richmond**

Southern Tier Regional EMS Council
PO Box 3492
Elmira, NY 14905-0492
(607) 732- 2354
(607) 732-2661 fax
800-343-1311

**Counties: Chemung, Schuyler,
Steuben**

Southwestern Regional EMS Council
PO Box 544
Olean, NY 14760
(716) 373-2612

**Counties: Allegany, Cattaraugus,
Chautauqua**

Suffolk Regional EMS Council
Suffolk County Dept. of Hlth. Svcs.
Div. of Emergency Medical Services
Dennison Building, 1st Floor
100 Veterans Memorial Highway
Hauppauge, NY 11788-5401
(631) 853-5800
(631) 853-8307 fax

Counties: Suffolk

Susquehanna Regional EMS Council
Public Safety Building
153 Lt. Van Winkle Drive
Binghamton, NY 13905-1559
(607) 778-1178

**Counties: Broome, Chenango,
Tioga**

Westchester Regional EMS Council
4 Dana Road
Valhalla, NY 10595
(914) 231-1616
(914) 813-4161 fax

Counties: Westchester

Wyoming-Erie Regional EMS Council
PO Box 630
Clarence, NY 14031
(716) 668-9184
(716) 668-2754 fax

Counties: Erie, Wyoming

Listing Revised: March 12, 2009