



Administrative Policy		5101
Effective April 1, 2018	Expires March 31, 2019	
Policy: EMT AED Service Provider	Approval: Medical Director Reza Vaezazizi, MD	Signed
Applies To: EMT AED Service Provider, EMS System	Approval: REMSA Director Bruce Barton	Signed

PURPOSE

To authorize and regulate Emergency Medical Technician (EMT) Automated External Defibrillator (AED) service providers.

AUTHORITY

[California Health and Safety Code - Division 2.5: Emergency Medical Services \[1797. - 1799.207.\]](#)
[California Code of Regulations, Title 22. Social Security, Division 9. Prehospital Emergency Medical Services](#)

Initiating EMT AED Service

Services and agencies initiating EMT AED service will submit the following documents to the County of Riverside EMS Agency (REMSA):

1. The EMT AED Service Provider’s training program for EMT AED personnel
2. The EMT AED Service Provider’s maintenance and readiness plan for AED devices
3. The EMT AED Service Provider’s annual reporting program

A service or agency may begin to provide EMT AED service once it has been approved by REMSA.

Continuing EMT AED Service

The EMT AED service provider must:

1. Provide initial training and continuing education of EMT AED personnel
 - a. Maintain and update the EMT AED Service Provider’s training program for EMT AED personnel
 - b. Maintain a record of all authorized EMT AED personnel
 - c. Maintain a record of initial training and continuing education of all EMT AED personnel
2. Maintain AED devices and ensure that AED readiness checks are performed
 - a. Maintain a record of AED devices
 - b. Maintain a record of AED readiness checks
 - i. Readiness checks will be performed according to manufacturer’s guidelines; at least once every 30 days; and after each use of the AED
 - c. Maintain a record of AED device inspection and service
 - i. Inspection and service will be performed according to manufacturer’s guidelines
3. Report EMT AED use to REMSA annually
 - a. Apply to participate in the Cardiac Arrest Registry to Enhance Survival (CARES)
 - b. Maintain a record of CARES data; whether accepted to participate in the registry or not
 - c. Submit an annual report of its CARES data to REMSA

Each EMT AED service provider will comply with the REMSA Policy for Patient Care Records.

All non-patient care EMT AED service provider records must be retained for at least seven years. These records will be provided to REMSA and/or the California EMS Authority (EMSA) within three business days of a request.

Authorization of an EMT AED service provider will be revoked for failure to meet the requirements of this policy.