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| University of Pittsburgh Safety Manual | | EH&S Guideline Number: 01-017 | |
| Subject: AUTOMATED EXTERNAL DEFIBRILLATOR (AED) GUIDELINES | | Effective Date: 05/04/15 Review Date: 02/24/2026 | Page 1 of 8 |

AUTOMATED EXTERNAL DEFIBRILLATORS (AED)

Each year in the United States there are about 10,000 sudden cardiac arrests at work. These government statistics also reveal that waiting for the arrival of emergency medical personnel results in a 5-7% survival rate, while immediate defibrillation (within 3-5 minutes) can increase survival rates significantly.

The University of Pittsburgh Police Department has equipped each of its patrol cars with an AED. Each University Police Officer has been trained in CPR and the use of the AED. Once an emergency call is placed on campus, a University Police Officer will arrive at the scene within minutes.

In the event that you identify an individual on Campus who appears in need of emergency medical attention, contact the University Police at 412-624-2121. In addition to dispatching a University Police Officer, the University Police will contact City of Pittsburgh Emergency Medical Services.

Even though access to AED's across the Pittsburgh Campus is adequate via the University Police, there are certain buildings on campus, which are equipped with AED's. These are facilities where large numbers of individuals may be assembled, or high-rise buildings where response time is hindered by elevator access.

As public awareness of the AED increases, your department or building may receive requests for AED access. Please inform requesting parties of this information.

The Department of Environmental Health and Safety is available to answer questions regarding AED's. Any University of Pittsburgh department or school considering procurement of an AED is strongly encouraged to contact the Department of Environmental Health and Safety (412-624-9505).

The following guidelines must be carefully reviewed prior to making an independent decision regarding procurement of an AED for your building, department or school. These guidelines are based upon requirements defined in PA Title 42, Section 8331.2 "Good Samaritan Civil Immunity for Use of Automated External Defibrillators" and AED manufacturer recommendations. Any University of Pittsburgh department or school considering procurement of an AED is strongly encouraged to contact the Department of Environmental Health and Safety (412-624-9505). EH&S will provide direction on AED procurement and assist in maintaining the AED as described below.

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- 1 If an AED is placed in a building by a school or department, the school or department should designate a volunteer emergency response team with a minimum of five building occupants.
- 2 Any employee expected to use an AED as part of their employment, such as Pitt Police Officers and Athletic Department trainers must be trained in CPR and the use of an AED consistent with either Red Cross or American Heart Association guidelines
- 3 It shall be the responsibility of the building's emergency response team or their designee to check the AED for integrity *each day* the building is open for business. This involves verification that the AED is present and fully charged for service
- 4 If an AED is placed in a building by a school or department, it is the responsibility of the school or department to notify all building occupants as to the location of the AED. Building occupants must also be informed that in the event of a sudden cardiac arrest, they should contact the University Police at 412-624-2121 to request emergency medical services BEFORE administering assistance with the AED
- 5 If an AED is placed in a building by a school or department, the presence of the AED should be incorporated into any existing emergency response plan for the building. The plan should identify the AED location, the building's emergency response team and the protocol on emergency services notification. The plan should be reviewed annually and revised accordingly by the department or school providing the AED
- 6 All AED's should be placed in areas readily accessible to the public. All AED locations shall be conspicuously identified
- 7 All AED's shall be equipped with adult electrodes, which must be replaced prior to expiration. If a significant number of young children regularly utilize a facility, pediatric pads should be considered.
- 8 All AED's should be stored in cases with transparent front panels. This permits easy inspection of the units. It is also recommended that the case be equipped with a local audible alarm that signals when the equipment is accessed. Procurement, installation and maintenance of the AED, electrodes, signage and storage case shall be the responsibility of the department.
- 9 All AED's at the University of Pittsburgh must be registered with the Department of Environmental Health and Safety, so that an inventory of AED's on campus can be maintained and compliance with regulatory and training requirements can be assured.

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EH&S will perform annual integrity checks of AED's in campus buildings and audits of response team training.

- 10 A prescription from a credentialed physician is required to purchase an AED. EH&S can assist with the obtaining the necessary prescription.

- 11 The University pricing for AED's is significantly less than current market prices and they are available through the Panther Buy program. The process for purchasing an AED's and AED accessories in the PantherBuy system is quick and easy. Fisher Scientific has created a "Hot List" of all AED Program approved AED's and accessories. The PantherBuy website has all the details.
<http://www.pantherbuy.pitt.edu/ehs.php>

- 12 All AED's must be tested and maintained according to the manufacturer's guidelines. For equipment manufactured by Cardiac Sciences and ZOLL, EH&S will provide and document the annual integrity check, as indicated above. For equipment other than Cardiac Sciences and ZOLL, all testing and maintenance must be documented and shall be the responsibility of the department or school providing the AED.

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AED's are located in the following areas on campus:

| Building | Floor |
|--------------------------------------|---|
| 107 Park Plaza (128 N. Craig Street) | Basement Level |
| 3343 Forbes Avenue | Main Lobby |
| 520 Schenley Plaza | Suite 110 |
| 520 Schenley Plaza | 4th Floor Suite |
| Alumni Hall | 1st floor Tennyson Avenue - Elevator Lobby |
| Alumni Hall | 3rd Floor Lytton Avenue - Elevator Lobby |
| Alumni Hall | 7th Floor Lytton Avenue - Elevator Lobby |
| Amos Hall | 1st Floor - Main Lobby |
| Assembly Building | Assembly Building Floor 1 - Elevators |
| Assembly Building | Assembly Building Floor 5 - Elevators |
| Barco Law Building | 4th Floor Library - Central Stairs |
| Barco Law Building | 2nd Floor - Elevator Lobby |
| Bellefield Hall | Main Entrance |
| Bellefield Hall | 2nd Floor - Weight Room |
| Bellefield Professional Building | 3rd Floor - Classroom |
| Benedum Hall | 6th floor - Elevator Lobby |
| Benedum Hall | 1st floor - Main Entrance |
| Benedum Hall | 8th floor Elevator Lobby |
| Benedum Hall | 10th Floor - Elevator Lobby |
| Benedum Hall | 4th Floor - Elevator Lobby |
| Benedum Hall | Ground Floor - Library |
| Benedum Hall | 3rd Floor - Elevator Lobby |
| Benedum Hall | 12th Floor - Elevator Lobby |
| Benedum Hall | Sub Basement - Elevator Lobby |
| Benedum Hall | 2nd Floor - Elevator Lobby |
| Biomedical Science Tower | DLAR Area - Adjacent to Locker Room Entrances |
| Biomedical Science Tower 3 | RBL Area - 8th Floor |
| Biomedical Science Tower 3 | 6th floor - Elevator Lobby |
| Biomedical Science Tower 3 | 1st Floor - Main Entrance |
| Biomedical Science Tower 3 | DLAR Area - 3rd Floor |
| Biomedical Science Tower 3 | DLAR Area - 5th Floor |
| Bouquet Gardens A | 1st Floor - Main Lobby |
| Bouquet Gardens B | 1st Floor - Main Lobby |
| Bouquet Gardens C | 1st Floor - Main Lobby |

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|--------------------------|---|
| Bouquet Gardens D | 1st Floor - Main Lobby |
| Bouquet Gardens E | 1st Floor - Main Lobby |
| Bouquet Gardens F | 1st Floor - Main Lobby |
| Bouquet Gardens G | 1st Floor - Main Lobby |
| Bouquet Gardens H | 1st Floor - Main Lobby |
| Bouquet Gardens J | 1st Floor - Main Lobby |
| Brackenridge Hall | 2nd Floor - Main Lobby |
| Bridgeside Point 1 | 4th Floor - Room 470 |
| Bridgeside Point 1 | 2nd Floor - Room 210 |
| Bridgeside Point 1 | 3rd Floor hallway |
| Bridgeside Point 1 | 4th Floor - Suite 400 |
| Bridgeside Point 1 | 1st Floor - Physical Ttraining room |
| Bridgeside Point 2 | DLAR Area - Outside Break/Conference Room |
| Bruce Hall | 2nd Floor - Main Lobby |
| Cathedral of Learning | Ground Floor - Elevator Lobby |
| Cathedral of Learning | 18th Floor - Elevator Lobby |
| Cathedral of Learning | 33rd Floor - Elevator Lobby |
| Center for Biotechnology | Main Entrance |
| Centre-Plaza Apartments | 1st Floor - Main Lobby |
| Chevron Science Center | 1st Floor - Main Entrance |
| Clapp Hall | 1st Floor - Main Entrance |
| College Gardens #5820 | 1st Floor - Main Hallway |
| College Gardens #5821 | 1st Floor - Main Hallway |
| College Gardens #5830 | 1st Floor - Main Hallway |
| College Gardens #5831 | 1st Floor - Main Hallway |
| College Gardens #5840 | 1st Floor - Main Hallway |
| College Gardens #5841 | 1st Floor - Main Hallway |
| Cost Sports Center | Pratice Field Entrance |
| Craig Hall | Main Entrance |
| Crawford Hall | 1st Floor - Main Entrance |
| Darragh Apartments #341 | 1st Floor - Main Lobby |
| Darragh Apartments #361 | 2nd Floor - Main Lobby |
| Eureka Building | 1st Floor - Main Hallway |
| Falk School | Main Entrance Behind Desk |
| Fitzgerald Fieldhouse | Main Entrance |
| Forbes Hall | 1st Floor - Main Lobby |
| Forbes Tower | 5th Floor - Elevator Lobby |

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|--------------------------|--|
| Forbes Tower | 4th Floor - Elevator Lobby |
| Forbes Tower | 6th Floor - Elevator Lobby |
| Forbes-Craig Apartments | 1st Floor - Main Entrance |
| Fraternity #3 | 1st Floor - Main Lobby |
| Fraternity #4 | 1st Floor - Main Lobby |
| Fraternity #5 | 1st Floor - Main Lobby |
| Fraternity #6 | 1st Floor - Main Lobby |
| Heinz Chapel | Basement Office Area |
| Hillman Cancer Center | DLAR Area - Outside Supervisors Office |
| Hillman Library | 1st Floor Main Entrance |
| Holland Hall North | 1st Floor - Main Lobby |
| Holland Hall South | 1st Floor - Main Lobby |
| Hyacinth Apartments | 1st Floor - Elevator Lobby |
| Irvis Hall | 1st Floor - Main Lobby |
| Keystone Building | 4th Floor - Elevator Lobby |
| Langley Hall | Langley Hall - Main Entrance |
| Litchfield Tower A | 1st Floor - Main Lobby |
| Litchfield Tower B | 1st Floor - Main Lobby |
| Litchfield Tower C | 1st Floor - Main Lobby |
| Litchfield Towers Market | Ground Floor - Market Entrance |
| Lothrop Hall | 1st Floor - Main Lobby |
| McCormick Hall | 1st Floor - Main Lobby |
| Melwood Shops | Lunchroom |
| Mercy Pavilion | DLAR Area - 9th Floor Elevator Alcove |
| Mervis Hall | 1st Floor - Elevator Lobby |
| Nordenberg Hall | 1st Floor - Main Lobby |
| Old Engineering Hall | 5th Floor - Lab 508 |
| Panther Hall | 1st Floor - Main Lobby |
| Petersen Events Center | Guard Office - Loading Dock Area |
| Petersen Events Center | Club Level |
| Petersen Events Center | Food Court |
| Petersen Events Center | Baierl Rec Center |
| Petersen Events Center | Loading Dock - Praticce Gym Hallway |
| Petersen Events Center | Main Entrance - Ticket Office |
| Petersen Events Center | Concourse Level - Valasek |
| Petersen Events Center | Concourse Level - Baseline |
| Petersen Sports Complex | Family Restroom - Soccer Field |

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| Posvar Hall | 5th Floor - Bigelow Avenue Side |
| Posvar Hall | 4th Floor - Escalators |
| Posvar Hall | 5th Floor - Escalators |
| Posvar Hall | 2nd Floor - Escalators |
| Public Safety Building | 1st Floor - Main Lobby |
| Residence on Bigelow | Terrace Level - Main Lobby |
| RIDC | Lunchroom |
| Rivertech 3820 South Water Street | Near Main Entrance |
| Rivertech 3850 South Water Street | Near Main Entrance |
| Rukin Apartments | 1st Floor - Main Lobby |
| Ruskin Apartments | Ground Floor Parking Office |
| Salk Hall | 3rd Floor - Outside 3047 (Mod 1) |
| Salk Hall | Pediatric Dentistry Area |
| Salk Hall | B121 - Basement Level |
| Salk Hall | 2nd Floor - Room 2002 |
| Salk Hall | Special Needs Dentistry Area |
| Salk Hall | 4th Floor - Outside Deans Office |
| Salk Hall | G84 - Crash Kart |
| Salk Pavilion School of Pharmacy | Salk Pavilion - 2nd Floor |
| Salk Pavilion School of Pharmacy | Salk Pavilion - 3rd Floor |
| Salk Pavilion School of Pharmacy | Salk Pavilion - 4th Floor |
| Scaife Hall | 4th Floor Main Entrance Elevator Lobby |
| Scaife Hall | 4th Floor Addition Elevator Lobby |
| Scaife Hall | 5th Floor Addition Elevator Lobby |
| School of Public Health | 1st Floor - Starbucks area |
| School of Public Health | Lab Pavilion 4th Floor |
| School of Public Health | Upper Auditorium - 1st Floor |
| School of Public Health | 2nd Floor Elevator Lobby |
| School of Public Health | 4th Floor Elevator Lobby |
| School of Public Health | 6th Floor Elevator Lobby |
| School of Public Health | 7th Floor Elevator Lobby |
| School of Public Health | 3rd Floor - 5th Avenue Side |
| School of Public Health | 3rd Floor Elevator Lobby |
| School of Public Health | 5th Floor Elevator Lobby |
| School of Public Health | 5th Avenue Main Entrance - Ground Floor |
| School of Public Health | Lab Pavilion 2nd Floor |
| School of Public Health | Lab Pavilion 3rd Floor |

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| Sennott Square | 2nd Floor Elevator Lobby |
| Sennott Square | 3rd Floor Lab 3510 |
| Sennott Square | 3rd Floor Lab 3506 |
| South Biomedical Science Tower | DLAR Area - 8th Floor Elevator Alcove |
| South Biomedical Science Tower | DLAR Area - 9th Floor Elevator Alcove |
| South Biomedical Science Tower | DLAR Area - 10th Floor Elevator Alcove |
| Sports Dome | Main Entrance |
| Stephen Foster Theater | lower level |
| Strand Building | 2nd Floor - Central Stairwell |
| Sutherland Hall | 1st Floor - Main Lobby |
| Thackeray Hall | Hallway near room 127 |
| Thomas Boulevard | Main Entrance |
| Thomas Boulevard | Surplus Office |
| Trees Hall | 2nd Floor Basketball Court |
| Trees Hall | Pool |
| Trees Hall | Basement Weight Room |
| Trees Hall | A149B (1st Floor) |
| Trees Hall | Room 101 (by pool entrance) |
| University Child Development Center | Main Lobby |
| University Club | Ground Floor Fitness Area |
| University Club | 2nd Floor Near Kitchen |
| Victoria Hall | 3rd Floor Hallway |
| Victoria Hall | 4th Floor Hallway |
| Victoria Hall | 1st Floor Near Coffee Shop |
| Victoria Hall | 2nd Floor Hallway |
| William Pitt Union | Main Lobby |
| William Pitt Union | 3rd Floor Gym |