

PRINCE GEORGE’S COUNTY PUBLIC SCHOOLS  
Board of Education  
Upper Marlboro, Maryland

5168  
Policy No.

BOARD OF EDUCATION POLICY

**STUDENTS**

Automated External Defibrillators and Venue Specific Emergency Plans

**I. POLICY STATEMENT**

The Board of Education of Prince George’s County (Board) believes that students, employees and visitors should have access to immediate first aid and 911 emergency services when experiencing sudden cardiac arrest (SCA). Prince George’s County Public Schools (PGPCS) will have an Automated External Defibrillator (AED) program in place at all PGPCS schools and facilities and a venue-specific emergency action plan in place for middle and high schools with athletic facilities

**II. PURPOSE**

The purpose of this policy is to provide guidelines for the management and administration of PGPCS’ AED program and the development of venue-specific emergency action plans for middle and high schools with athletic facilities.

**III. DEFINITIONS**

- A. *Automated External Defibrillator (AED)* – A medical heart monitor and defibrillator device that is:
1. cleared for market by the federal Food and Drug Administration;
  2. recognizes the presence or absence of ventricular fibrillation or rapid ventricular tachycardia;
  3. determines, without the intervention by an operator, whether defibrillation should be performed;
  4. in determining that defibrillation should be performed, automatically charges; and

5.
  - a. requires operator intervention to deliver the electrical impulse; or
  - b. automatically continues with the delivery of electrical impulses.
  
- B. *Automated External Defibrillator (AED) Program* – A plan for providing AED services that comply with all State of Maryland certification requirements.
  
- C. *Cardiac emergency response team* – Consists of appropriate school personnel who are tasked with responding to incidents involving an individual experiencing sudden cardiac arrest or a similar life-threatening emergency while at an athletic facility.
  
- D. *Heat acclimatization* – Enhancing an individual’s exercise heat tolerance and ability to exercise safely and effectively in warm to hot conditions.
  
- E. *Registered facility* – An organization, business, association, or agency that meets the requirements of the Emergency Medical Services (EMS) Board for providing automated external defibrillation. A registered facility may include multiple sites.
  
- F. *School-sponsored athletic event* – An interscholastic or intramural sporting event that takes place on the grounds of a middle or high school, including practices and scrimmages.
  
- G. *Sudden Cardiac Arrest (SCA)* – A sudden cessation of cardiac activity such that the victim becomes unresponsive with no normal breathing and has no signs of circulation (i.e., no movement, coughing, or pulse).
  
- H. *Venue-specific emergency action plan* – A plan that sets forth provisions for the operation and use of AEDs for all athletic facilities, heat acclimatization, coordination of care for other emergent injuries, including cervical spinal injury, concussion and closed head injury, major orthopedic injuries, and severe weather for outdoor facilities, and a cardiac emergency response plan.

#### IV. **STANDARDS**

- A. Public Access Automated External Defibrillator Program
  1. The Superintendent/designee shall be responsible for the development and implementation of an AED Program that meets all of the requirements of Education Article § 13-517 of the Annotated Code of Maryland for all schools and office buildings.
  
  2. For PGCPs to operate an AED Program, it shall possess a valid certificate from the Emergency Medical Services (EMS) Board registering PGCPs with the Public Access Automated External Defibrillator Program.
  
  3. To qualify for a certificate or renewal of registration, PGCPs must:

- a. Comply with the written protocol approved by the EMS Board for the use of an AED which includes notification of the emergency medical service system through the use of 911 as soon as possible on the use of an AED;
- b. Establish AED maintenance, placement, operation, reporting, and quality improvement procedures as required by the EMS Board;
- c. Maintain each AED and all related equipment and supplies in accordance with the standards established by the device manufacturer and the federal Food and Drug Administration (FDA);
- d. Ensure that each individual who is expected to operate an AED for a PGCPs school or facility has successfully completed an educational training course and refresher training as required by the EMS Board and is informed of the immunities available (see section IV.A.4. below);
- e. Designate an AED coordinator who shall:
  - 1) Have successfully completed the required CPR and AED training, and subsequent refresher training;
  - 2) Be responsible for implementing and administering the AED Program for PGCPs; and
  - 3) Ensure that monthly safety inspections of all supplemental and AED equipment are conducted, and written logs are maintained of the inspections.
- f. Provide information regarding the operation, maintenance, and location of the AEDs in all schools and office facilities to all individuals employed by or volunteering at a PGCPs school or office.
- g. Make a determination about the number of AEDs located in each building based on the number of students attending the school and staff working in the school; the structure of the building; and the data indicating the probability of AED usage.
- h. Place all AEDs in locations that are visible and readily accessible to any person operating the AED in the event of a SCA;
- i. Have a telephone or other communication service available at all times for calling 911 at each school or facility at which an AED is operated;
- j. Submit data or other information concerning the AED Program which may be periodically requested by the Maryland Institute for Emergency

Medical Services Systems (MIEMSS); and

k. Provide training to all staff regarding the use of AEDs on an annual basis.

4. Immunity from Civil Liability

a. In addition to any other immunities available under law, the Board/PGCPS will not be civilly liable for any act or omission in the provision of automated external defibrillation if PGCPS has met the above requirements and possesses a valid certificate at the time of the act or omission.

b. In addition to any other immunities available under law, an individual is not civilly liable for any act or omission if:

1) the individual is acting in good faith while rendering automated external defibrillation to a person who is a victim or reasonably believed by the individual to be a victim of a SCA;

2) the assistance or aid is provided in a reasonably prudent manner; and

3) the automated external defibrillation is provided without fee or other compensation.

c. These immunities are not available if the conduct of PGCPS or an individual amounts to gross negligence, willful or wanton misconduct, or intentionally tortious conduct.

B. Venue-Specific Emergency Action Plans

1. Each middle school and high school shall develop a venue-specific emergency action plan for all of its athletic facilities that meets the requirements of Education Article §§ 7-425, 7-434, 7-436 and 7-451, Annotated Code of Maryland.

2. A school's venue-specific emergency action plan shall:

a. Be posted at each athletic facility at the school;

b. Be available on the school's website for viewing by a student athlete's parent or guardian at the beginning of each school year;

c. Be distributed to each member of the coaching staff;

d. Be rehearsed in person and interactively by all coaching staff of each sport before each of their respective seasons; and

e. Require that all members of the coaching staff be trained in the operation and use of an AED, first aid, and cardiopulmonary resuscitation (CPR).

3. The venue-specific emergency action plan for the operation and use of AEDs shall ensure that at a minimum:
  - a. One AED is provided on-site, is available for use, and is located at or within a brief walk from each school-sponsored athletic event;
  - b. A trained member of the coaching staff is present at all school-sponsored athletic events;
  - c. One AED is freely accessible during all school functions; and
  - d. One individual trained in the operation and use of an AED is on the grounds of a middle school or high school during the regular school day.
4. The venue-specific emergency action plan for heat acclimatization shall:
  - a. Include guidelines for student athletes consistent with the requirements of Education Article § 7-434 and a model policy developed by the Maryland State Department of Education;
  - b. Ensure that each PGCPs school is properly prepared and equipped to initiate cold water immersion for the treatment of exertional heat stroke;
  - c. Ensure that the cooling modality is readily available to student athletes at all school-sponsored athletic events;
  - d. Ensure that all members of the coaching staff are trained in cold water immersion; and
  - e. Ensure that a trained member of the coaching staff is present at all school-sponsored athletic events.
5. The venue-specific emergency action plan shall include a cardiac emergency response plan in accordance with Education Article § 7-451(e). The cardiac emergency response plan shall:
  - a. Identify the school staff who will serve on the cardiac emergency response team;
  - b. Coordinate with first responders in the local emergency medical services to integrate the cardiac emergency action plan into local emergency response protocols;
  - c. Include procedures for activating the cardiac emergency response team during incidents involving an individual experiencing sudden cardiac arrest or a similar life-threatening emergency while at an athletic facility; and

- d. Require specified school personnel to have training in first aid, cardiopulmonary resuscitation (CPR), and the operation and use of an AED, including the members of the cardiac emergency response team, athletic coaching and training staff, and school nurses.
- e. Be reviewed and updated each year by each middle school and high school.

**V. IMPLEMENTATION RESPONSIBILITIES**

The Superintendent is authorized to develop an administrative procedure consistent with this policy.

**VI. REFERENCES**

A. Legal

MD. CODE ANN., EDUC. §§ 7-425, 7-434, 7-436, 7-451, and 13-517

COMAR 13A.05.10 (AED Program in Middle Schools and High Schools)

COMAR 30.06.01-.02 (Public Access Automated External Defibrillator Program)

B. Superintendent's Administrative Procedures

Administrative Procedure 5154 – Heat Acclimatization Awareness and Education Program

Administrative Procedure 5162 – Emergency Care in Schools

Administrative Procedure 5168 – Automated External Defibrillators

**VII. HISTORY**

Policy Adopted

11/09/06

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04/29/10

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11/09/23

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03/27/25