

## KEY CONSIDERATIONS / QUESTIONS TO ASK - AED/FIRST AID/RESPONSE/TRAINING SITE ASSESSMENT TOOL



### AED questions: (some are to be asked even IF have AEDs)

- 1) How many locations do you have and what are the # of people employed at each location? Provide a listing including city, state location of each facility and if possible, the square footage or # of floors per building (for key recommendations on # AEDs, where to place, and AED acquirer laws to provide)
- 2) How many AEDs do you currently have and at which facilities? What makes/models (we'll give you a recall update on the equipment)?
  - a How do you store the AEDs/where/with what equipment? (make sure they are NOT locking the AED cabinet - all should be able to access the AED at any time)
  - b Do people work 'off hours' at the facility and can anyone get to the AED during these hours?
  - c Locations for AEDs - are they marked with signage/stickers and decals on evacuation maps/charts throughout the facility?
  - d Do you have AED/CPR posters posted near the AEDs or in key areas of the facility for reminders?
  - e When was the last recall update you had performed on your devices? Are you sure the device is 2010 ECC / AHA compliant?
  - f How old are the AEDs? Would you want us to consider a trade-in program?
  - g Do you have and who keeps the AED training unit on premises? Do you run drills occasionally on AED use?
  - h Do you mark vehicle windows and facility doors (main entrances) with AED Equipped stickers for notification of 'AED Equipped'? (some states require this to be done)
- 3) Do you have any mobile work crews that are doing electrical work? Do you do any electrical work at your facility?
  - a Do you have any confined spaces at your facility? (OSHA highly recommends AEDs in facilities where asphyxiation is possible)
  - b How do you handle first aid kits for the mobile work crews (checking for refills needed)? Do they have eminders on these units?
  - c Do you have auto rescue kits and tools such as seatbelt cutter, window punch or all-in-one rescue tools (inexpensive) for these vehicles?

### Training Related Questions:

- 4) How many CPR/First Aid trained responders do you currently have trained at each facility? Do you need recommendations on # to train?
  - a How are you currently providing BBP / UP training? (consider online certification?)
  - b When was your last training certification? How do you track certifications? What org is the certification org? (Red Cross, AHA, etc)
  - c Do you have your own in-house training instructor? How do you track their instructor certification? What manikins do they use ?
  - d Would you be open to programs that include free quarterly AED / CPR online reviews/quizzes for your team of responders'
  - e Do you want any proposals on how to reduce first aid training expense yet improve skills retention?
  - f Do you provide your responders with a personal responder kit (CPR barrier keychain)?
  - g Do you run first aid training drills? (show them the first aid training kits - training packs we have SKUs for)
  - h Do you want to have one company in charge of all your locations for training - (if it is fragmented currently) - in person training is available for First Aid/BBP/CPR/AED anywhere in US
  - i What organization (AHA or Red cross or ASHI/Health Safety Institute or NSC or EMS Safety) is providing your certificates for First Aid/BBP/CPR/AED? Are you training every 1 or 2 yrs?
  - j Do they currently practice CPR skills on assistance devices such as First Voice, CPR Ezy or Prestan?
  - k What is the job turnover in your facility? (if it is high - First Voice EID is highly recommended and needed more likely than not)

NOTE: the EID can be sold per any specific protocol (certifying org they are using) - Datacards sold for Red Cross, AHA (default), etc

### AED Program Related questions: (service related)

- 5) Do you have a copy of the Rx that came with your AED? FDA dictates that all (except Philips Onsite) AEDs have a Rx - do they have the paperwork to back this? (First Voice provides for no charge with our AEDs)
  - a Do you have a copy of your state laws for AED acquirers? Are you familiar with your states' AED acquirer laws? Would you like a free copy?
- 6) Who is your medical oversight / director - if any?
  - a Does he also preside / provide medical oversight over the AED program medical direction requirements or does he want someone else to provide this service?
- 7) How are your inspection or readiness checks being logged, by who and how often?
  - a Do you have an inspection tag with every AED? Do you have a eminder program to help your program be fail-proof?
  - b How are you tracking expiration dates? Do you get eminders or use a spreadsheet to manage dates?
  - c Are you hiring someone to check your AEDs or do you have in-house site managers or facility/security check?
  - d Do they check that an AED responder kit is with the AED during the check?
- 8) Do you have sample copies of AED policies or guidelines/protocols already in place?
  - a Has EMS dispatch locally been notified of the AED locations?
  - b What type of training organization certifications do you receive? (Red Cross, American Heart, EMS Safety, Medic, ASHI, ECSI, Health & Safety Institute, American Health?)
  - c Do you currently use any manikins in-house for CPR refresher training? Need any supplies? Want any quotes?
  - d Do you currently pay for in-person training or use an in-house trainer? Can we quote you pricing? (see above questions as well)

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## Responder Kits:

- 9) What do you currently do for your first aid or responder kits, where are they placed and how easy are they to access?
- a Do you have the first aid kits / responder kits marked on exit/evacuation charts/signs to show locations to everyone?
  - b Do you want small personal belt / carry kits for your responders as well with CPR barriers included? (see sku listing, 3-4 options exist)
  - c Have you addressed diabetic needs in your kits with glucose (not an ANSI required item)?
- 10) How often are you checking your kits? How do you track what expires? Do you get eminders on expiry dates?
- a Do you have a fill list for your kits so we can provide you a cost comparison of supplies?
  - b Do you have a first aid guide - is it up to date to current AHA/Red Cross protocols (2010)?
  - c Do you need any Spanish first aid guides or training information?
  - d Who decides what to put in your kits for fill (responder kit especially)?
- 11) Do you have any major bleeding injury or amputation history at your workplace - have you consider blood clotting agents/powder/gauze? (AmpuSave and Celox, etc)
- a Do you have any BBP kits on premises in your supplies that conform to OSHA regs?
- 12) Would you like to consider ways to reduce pilferage in your first aid supplies through vending in conjunction with First Voice responder systems?
- a Have they done an analysis of key costs of their first aid kits or servicing programs? (take business away from Zee/Cintas that you can!)
  - b Do you currently use a pull-tight seal system on responder kits you may have at your facilities? (not first aid kits, separate responder kits) want quote on pk 20?
- 13) Are any of your facilities engaged in the logging industry? Mining? Diving or Underwater welding? Construction? Electrical power generation?
- a Do you have remote vehicles in the workplace (job trucks)? What type of kits do they have? (get fill) How are they checked / serviced? Do they have Biohazard bag and Emergency Mylar blanket?
  - b Do you have high risk of insect stings at any of your work sites? (insect sting kits)
  - c Do you currently issue medical history flash drives for your remote workers (allows quicker access to care by EMS)?
  - d Do you ensure vehicle rescue tools (rescue hammer/seat belt cutter) are in vehicles?
- 14) What is the scope of practice you allow at your facility (first aid, EMT-B, EMT-C, EMT-I, EMT-P, nurse, doctor)?
- a Have you considered (cost / efficiencies) 1 common bag for most of your team but with lock out pockets for access only by higher scope of practice certain individuals?
  - b For large facilities - do you need a more ergonomic responder bag solution such as backpack by First Voice?
  - c How many pounds is your responder bag? How organized is it? How do you track the fill list and who replaces items? Who currently buying kits from
  - d Do you use oxygen in your bag or have oxygen mounted and accessible at your facility? (first aid scope of practice allows if trained in oxygen use)
  - e How are you training people in oxygen use currently? (they must have oxygen training documented)
  - f Who is checking the oxygen and how often? How much is being paid for this service?

## AEDs & Responder Kits & Miscellaneous Questions:

- 15) Do you have any special response considerations to note? - such as:
- a Locked areas (these areas may need their own AED or first aid / responder kits due to access issues and response time)?
  - b Hazard areas including lock-out Class 1 Div 1 areas (how are they making sure AED not used in these areas)?
  - c Facility security alarm system that cabinets could be hard-wired to?
  - d Loud noise environments where need strobe light alarmed cabinet?
  - e Excessive water or dust environments within facilities?
  - f Do you currently use online training (of any kind) at your company?
  - g Do you currently have regular responder or trained personnel drill practice or short refresher training meetings?
  - h Does your insurance company issue credits for AED ownership or "best in class" first aid programs?
  - i Specific areas / facilities that are very remote and noted to be more than 6 minutes from EMS that are not already provided in the attached listing of facilities?
  - j Any areas that have large populations of employees or public gathering or fitness facilities on premises?
  - k Any large population of children under 8 years of age at any time under your care or using your facility?
  - l Check the Z308 language - is the sticker on their first aid kit in compliance or outdated? (new ANSI standards released in 2009)
  - m Is Heat Stress an issue at their workplace? Burn injuries probable?
  - n Is there a high population of diabetic/suspected diabetic (aging workforce) or obese/overweight?
  - o Are you prepared for earthquakes, hurricanes or mass disasters including homeland security for kits and instruction/drills or what contingency planning kits do you have?
    - the EID provides homeland security (chemical/biological/radiation, etc) - even 1 EID at central dispatch is a tool empowering the company
    - pandemic / flu kits from First Voice
    - survival kits (some are SKU'd and custom kits are easy to do) and earthquake or shelter in place kits through First Voice
  - p Are there any remote work sites or job sites in marine environments where Coast Guard regs need to be considered?
    - our technical experts know Coast Guard regs - CG1 upgrade kit to make kits compliant with USCG

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