

# Immediate Emergency Care (IEC) equipment ZOLL AED 3 defibrillator - technical information

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New policy number: **618**  
Old instruction number:  
Issue date: **11 August 2008**  
Reviewed as current: **26 May 2023**  
Owner: **Assistant Commissioner, Operational Policy**  
Responsible work team: **Immediate Emergency Care Team**

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## Contents

1 Introduction ..... 2  
2 Description ..... 2  
3 Safety ..... 3  
4 Maintenance and testing ..... 3  
5 Defects ..... 4  
Document history ..... 5

## 1 Introduction

- 1.1 This policy describes the ZOLL AED 3 defibrillator and explains how to test and maintain it.
- 1.2 For further information on immediate emergency care (IEC); click on the immediate emergency care web page on Hotwire, where various relevant documents/presentations are available.

## 2 Description

- 2.1 The ZOLL AED 3 defibrillator is an automated external defibrillator (AED). Small, lightweight and battery powered, it is designed for simple and reliable operation providing audio and visual prompts.

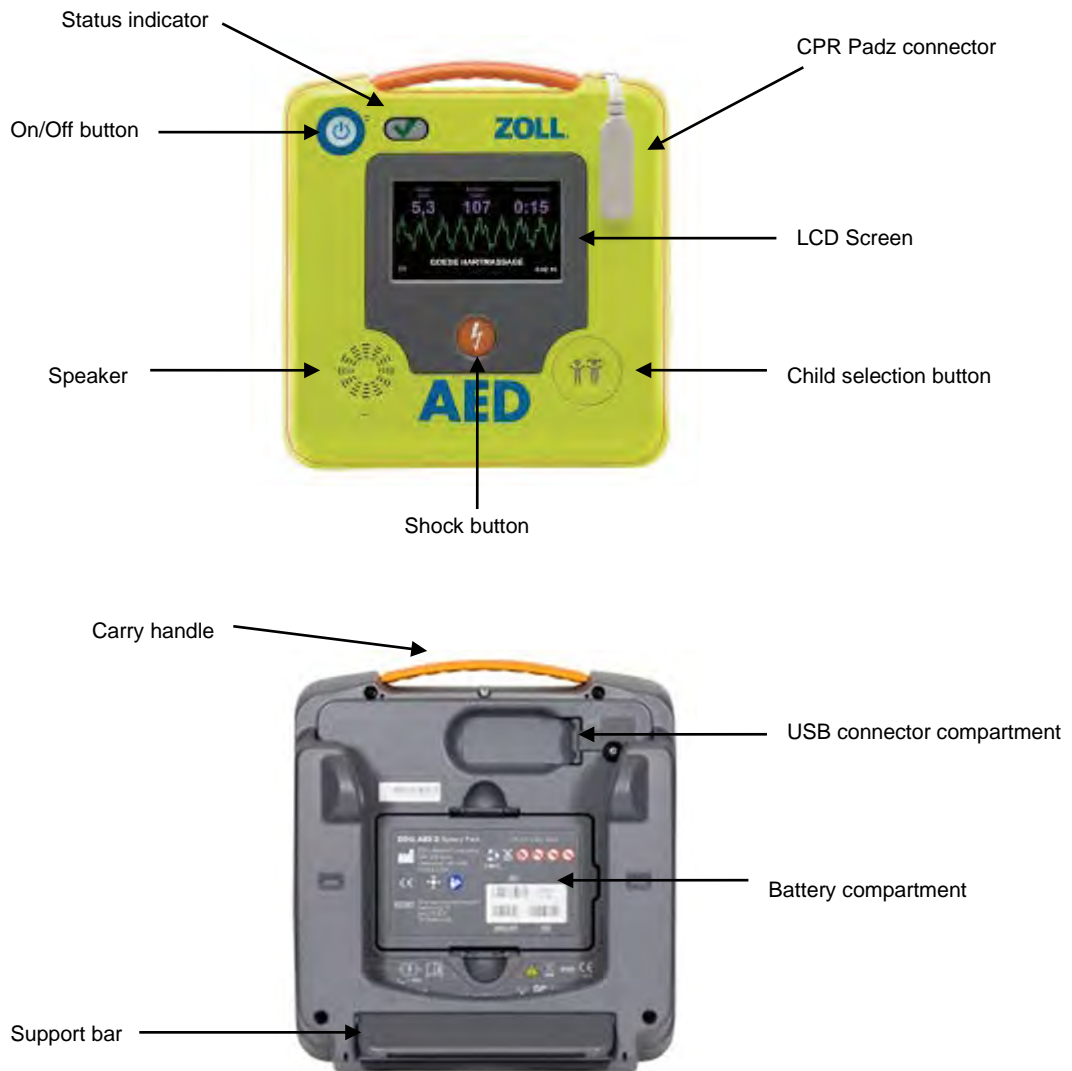


- 2.2 The AED 3 defibrillator is supplied in a green and grey protective case marked ZOLL AED.
- 2.3 The protective case will contain the following items:
  - 1 x ZOLL AED3 defibrillator.
  - 1 x five-year battery (installed in rear of defibrillator).
  - 1 x package of CPR Uni-Padz containing a pair of single use adhesive defibrillator pads, attached to the package is a Rescue Accessory Kit. The kit includes tough cut scissors, nitrile gloves, paper towel to assure dry contact with electrodes, razor for removing hair, antiseptic wipe and a CPR face shield.
  - Your AED is a tracked item, as such it needs to be physically checked at change of watch. This check includes the expiry date of the electrode pads. If the pads expiry is due in 2 months of the check, then new pads are to be ordered on POMS, code (S3083). This is to ensure that your AED does not come off the run or that a replacement AED is required.
  - If the unit indicates that your AED battery is low, this will be the time to order a replacement on POMS, code (S3084). It can still be used operationally during this period and will be capable of delivering shocks.

**NB: The CPR face shield should not be used as per IEC protocols.**

## Operating instructions

This equipment is to be used as per the IEC training course and in conjunction with the appropriate training note.



## 3 Safety

- 3.1 Only personnel who have successfully completed the immediate emergency care course are qualified to operate the ZOLL AED 3 defibrillator.
- 3.2 The correct PPE must be worn at all times.
- 3.3 Remove medical oxygen from casualty when delivering a shock to the casualty.

## 4 Maintenance and testing

- 4.1 The AED 3 is very simple to maintain. The defibrillator performs a self-test every day. In addition, a battery insertion self-test is run whenever a battery is installed in the device.
- 4.2 Your AED is a tracked item, as such it needs to be physically checked at change of watch. This check includes the expiry date of the electrode pads. If the pads expiry is due in 2 months of the check, then new pads are to be ordered on POMS, code (S3083). This is to ensure that your AED does not come off the run or that a replacement AED is required.

- 4.3 If the unit indicates that your AED battery is low, this will be the time to order a replacement on POMS, code (S3084).
- 4.4 A green tick will only appear in the status indicator window if a combination of pads, battery and unit are within date, charged, functional and undamaged. The most common cause of a status failure is a battery or CPR Uni-padz issue.
- 4.5 If no green tick is present turn the AED off, disconnect the battery, wait 30 seconds and reinsert the battery and turn on. If the AED states "unit OK" keep AED on the run and order replacement parts.
- 4.6 If AED is Defective contact control to arrange replacement delivery.

### **After each use**

- 4.7 On **immediate** return to station the data stored from the event **must** be uploaded as per the instruction in the defibrillator familiarisation note on the IEC Hotwire page ([ZOLL AED 3 Defibrillator Station Presentation.ppt](#)).
- 4.8 Once the data upload is complete the CPR Uni-padz are to be replaced ensuring the new CPR Uni-padz are reconnected to the AED. The AED can then be placed back on the appliance.
- 4.9 Replacement CPR Uni-padz are to be ordered via POMS using the following part no. S3083.
- 4.10 Inform the IEC Team via the IEC mailbox ([iec@london-fire.gov.uk](mailto:iec@london-fire.gov.uk)) that the AED has been used.

## **5 Defects**

- 5.1 If the CPR Uni-padz become defective, an order is to be placed on POMS (part no. S3083) for replacement pads. If the issue is a low battery an order is to be placed on POMS (part no S3084) for a replacement battery.
- 5.2 Replacement defibrillator case is available on POMS, part no. 3221.

## Document history

### Assessments

An equality, sustainability or health, safety and welfare impact assessment and/or a risk assessment was last completed on:

EIA	17/11/2008	SDIA	H - 07/10/2013	HSWIA		RA	01/10/2013
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### Audit trail

Listed below is a brief audit trail, detailing amendments made to this policy/procedure.

Page/para nos.	Brief description of change	Date
Para 5.2 and 5.3, page 3 Para 6.1, page 4 Para 7.1, page 4	Amendments made to section 5.  Amendment to paragraph 6.1. Paragraph 6.2 deleted. Section 7 'Out of Hours Service' added.	06/11/2009
Throughout	This policy has been reviewed as current with the following changes made:	16/08/2011
Page 2 and 3	Paragraph 1.2 added and Paragraphs 3.2 and 3.3 deleted as this information has been replaced by the labels in the photograph.	16/08/2011
Throughout	Minor wording changes made throughout, including the addition of paragraph 6.2.	07/09/2011
Page 2 Para 22	Alcohol wipes removed from list as they are no longer used.	22/06/2012
Page 1	Responsible work team changed from Engineering Fleet and Equipment Team to Fleet Liaison Engineering and Equipment Team.	11/12/2012
Page 1	Department and responsible work team updated as requested by Mark Longhurst and agreed by Leroy Hough.	15/01/2013
Page 5	SIA date added.	08/10/2013
Page 5	RA date added.	29/11/2013
Throughout	Reviewed as current with no changes made.	16/10/2014
Page 5	'Subjects list' table - template updated.	02/02/2015
Throughout Para 5.3 Para 6.1 Para 7	This policy has been reviewed as current with the following changes made: Changed to person to contact after using defibrillator. Change to what to do regarding defective defibrillator. Deleted as RMC manage all hours.	13/09/2016
Throughout	This policy has been fully reviewed throughout and title amended following the introduction of the replacement defibrillator. Please-re-read thoroughly to familiarise yourself with the changes.	16/02/2018
Page 1 Page 4, para 4.5	Owner title amended to show changes in organisational structure and governance. IEC mailbox contact added.	10/01/2019
Page 3-4, paras 4.2, 4.3, 4.4,4.9	Updated to reflect current policy and new email address.	26/05/2023

## Subject list

You can find this policy under the following subjects.

AED	Casualty Care
Defib	Defibrillator
First Aid	Heartstart
IEC	

## Freedom of Information Act exemptions

This policy/procedure has been securely marked due to:

<b>Considered by:</b> (responsible work team)	<b>FOIA exemption</b>	<b>Security marking classification</b>