

**American Heart Association (AHA) Training Center (TC) Administration Procedures
Lake EMS**

SUBJECT: TC Equipment

EFFECTIVE DATE: January 6, 2017

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SUPERSEDES: October 1, 2011

Policy Statement

Participants in American Heart Association training classes will practice on manikins that have been cleaned and sanitized. AHA and Center for Disease Control recommendations for cleaning and maintaining manikins and adjunctive equipment will be consistently followed. Equipment utilized in training programs will be complete and clean. All equipment will be properly cleaned, sanitized, and returned to its appropriate location after use.

Use of our equipment is a privilege that we bestow on our instructors. Use of said equipment will be reviewed by, and permission granted by, the Training Center (TC) Coordinator or a member of the Lake EMS Quality Development Department staff.

Procedure

1. Prior to Usage

Instructors are responsible to ensure equipment utilized in training programs is complete and clean prior to use. Any equipment deviations will be reported to the Lake EMS Quality Development Department staff, and the piece will be removed from service until reviewed, repaired, and/or sanitized.

The Lake EMS Administrative Secretary will sign out equipment removed from our primary storage facility.

2. Usage

Instructors will utilize the minimum appropriate equipment in each AHA program, as outlined in our refresher meetings, memos, bulletins, and the associated instructor manual.

3. Post-Usage

Instructors will disassemble equipment with disposable airway systems, clean, air-dry, and reassemble equipment as follows:

Content	Equipment
1. Wash hands with soap and water; don non-latex gloves	Non-latex gloves
2. Remove and replace disposable non-breathing airway systems	Impervious gowns
3. Brush reusable protective devices (i.e., face masks, breathing valves, interchangeable faces, etc.) with warm soapy water	Towels Soap
4. Prepare a solution comprising a (1/4)-cup household bleach in a gallon of water. Wet all reusable protective devices with this solution for 10 minutes. Solution will be made fresh for each use	Brush(s) Wash basin, warm water Household bleach (5% sodium hypochlorite)
5. Rinse with fresh water and immediately dry all surfaces	

All equipment will be returned in "as good as or better" condition than found and returned to the proper storage location. If unsure where and how equipment should be cleaned, maintained, or stored, please contact a member of the Lake EMS Quality Development Department staff. Compliance is mandatory to remain an active instructor of this TC.