

Dear Community Partner,

**This letter contains important information. Please read carefully.**

Does your organization or company have an Automatic External Defibrillator (AED)? Is your AED available to be used on your employees, visitors to your organization or company, or the general public in cases of sudden onset cardiac arrest (SCA)? If you answered "yes" to these questions, then keep reading. This letter contains important information for you!

The two most important factors influencing survival for victims of SCA are early initiation of CPR and having an AED immediately available. By having an AED at your facility, you have undertaken one of these critical components in potentially saving someone's life. However, now that you have made this decision, there are some points you need to know.

**Indiana Law (IC 16-31-6.5-5) requires entities that possess an AED to notify their local ambulance service (or the Indiana EMS Commission) that the entity has an AED and also the location of the AED in their facility.** Notifying the local EMS agency is best as it allows the agency to be able to tell a calling party if there is an AED in the building and where it is should a cardiac arrest occur to an employee or visitor. Having this information quickly could make the difference between life and death.

Additionally, did you know that your AED battery and electrode pads expire and must be replaced periodically? Do you have a method to easily track these expiration dates? If not, we have just what you need.

The Three Rivers Ambulance Authority has entered into an arrangement with the  **Atrus** National AED Registry to help you meet your requirement of reporting your AED under IC 16-31-6.5-5 as well as giving you a free and easy way to track the critical expiration dates of batteries and electrodes. As the ambulance service responding to your organization or business, we are encouraging you to take advantage of this free program as it does meet the reporting requirements of Indiana Law and will greatly simplify tracking those critical expiration dates.

How does the program work? You simply go online to [www.NationalAEDRegistry.com](http://www.NationalAEDRegistry.com), create a free account and enter the required information to register your AED. Once registered, if a cardiac arrest occurs at your location, TRAA's dispatchers will know if you have an AED onsite and will be able to tell the calling party where the AED is located. The use of the AED prior to the arrival of responding units

may mean the difference between life and death. Further, if you have staff members that would like to be notified as "onsite responders", these responders can be notified by text message on any mobile phone, the location of the cardiac arrest so they can immediately bring the AED to the victim's side. With or without "onsite responders", the simple knowledge of where your AED is located could be lifesaving.

Another advantage of registering your AED is the ease of tracking expiration dates.  will send you an email as the expiration date of your AED's battery nears or when it is time to replace your electrode pads. You no longer have to rely on someone's memory to check these dates. It can't get much simpler than that.

The entire process is **free** to you. There are no registration fees, no licensing fees, or any other fee. The service is provided to you free of charge by TRAA. We are providing it to you because the program enhances our ability to get immediate care to victims of cardiac arrest by knowing if you have an AED onsite and where it is located even before responding units arrive.

Please take a few minutes to register your AED right now! Doing so is vital for your employees, customers and our community, AND it makes you compliant with Indiana Law.

If you have any questions, please feel free to contact Seth Bard at (260) 423-1436 extension 221, or by email at [sbard@traa-ems.com](mailto:sbard@traa-ems.com).

Sincerely

**THREE RIVERS AMBULANCE AUTHORITY**



Gary A. Boohar  
Executive Director

enclosure