PUBLIC ACCESS DEFIBRILLATOR (PAD)

REQUEST PROCESS

Identified need for a PAD
(by **Community Group**)

Community Group
to discuss with Scottish Ambulance Service (SAS) for advice on type of PAD and most suitable location

Council owned establishment identified as most suitable location to host PAD

Yes

Contact **Area Project Officer**
via the local Area Office

Property Service
agree exact positioning of the PAD on the Council establishment and provide a quote for the installation works

Area Project Officer
issues Aberdeenshire Council's Memorandum of Understanding (MoU) for completion by community Group. Renewal required every 3 years.

Community Group
supply the PAD with appropriate signage to confirm ownership and contact details

Property Service
install the PAD at the hosting Council establishment

Community Group
Responsible for PAD under agreed MoU

No

Community Group
approach owner of the non-council establishment to request permission to site the PAD on their building. The community group will require to check if planning permission is required depending on the type of building and location. Responsibility for installation costs and future electricity charges need to be agreed between the community group and hosting building owner. Community groups should then register the device on the Scottish Ambulance Service database known as **The Circuit** (www.thecircuit.uk).

Register your PAD on the SAS national defibrillator network known as **The Circuit** (www.thecircuit.uk). Checks of the device are required to be carried out every 90 days.