

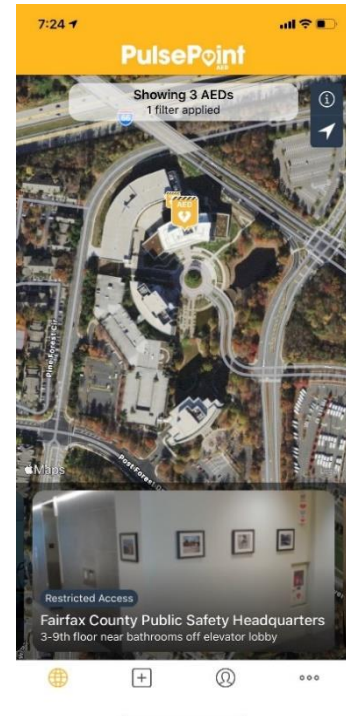


Fairfax County Fire & Rescue Department PulsePoint AED Registry Instructions

PulsePoint AED is a simple tool that empowers users to help build and maintain the public registry of AEDs. You can access the PulsePoint AED overview and registry instruction videos at the following links:

[PulsePoint Overview](#) (1:49 min) [PulsePoint AED Instructions](#) (2:48 Mins)

1. Download the PulsePoint AED Application (App) from the Apple Store or Google Play via your mobile device. Follow all instructions to create a profile.
2. Open the PulsePoint AED app icon on your mobile device and click on it. You will see a GIS map with your current position indicated by the yellow AED symbol.
3. Use the Explore AED tab to discover AEDs already in the database. Identify the physical location of the AED you would like to register.
4. Swipe the detail box to browse the devices that are visible on the map.
5. Tap the detail box to view the complete record of the selected AED.
6. Use the “Report an Issue” button if you see a problem (e.g., the business has permanently closed, AED is no longer present where shown, etc.)
7. Tap the map information icon to switch the map style or to filter the displayed AEDs by type.
8. AEDs with collocated resources, such as a bleeding control kit or Narcan, is represented with a plus badge on their map pin.
9. Use the Add AED tab to add a new AED to the registry.
10. Begin by searching the business or location by name or address.
11. As you begin to type, the predictive search will automatically display nearby matches.
12. Selecting from the list saves time and improves accuracy by automatically populating key information such as the business address and hours. Alternatively, tap the “Use My Location” button for a general search of all nearby places.
13. Take time to zoom in and accurately position the pin at the precise location of the AED to ensure it can be found quickly in an emergency.



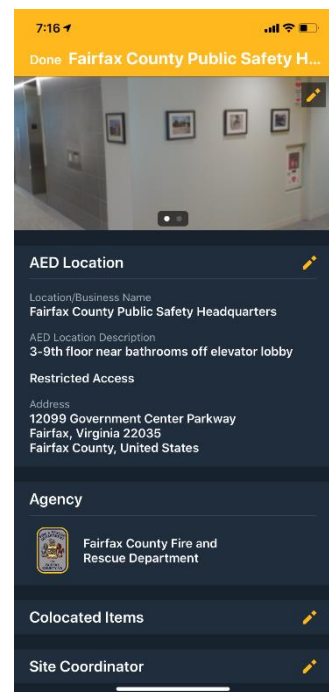
14. Enter location information here. Notice that many of the fields have been auto-populated from the previous steps. Key on this page is the AED Location Description.

First, enter a description that will help someone trying to locate this device quickly – such as “Between the restroom doors, next to the drinking fountain” rather than “in a cabinet on the wall.” Avoid directions such as north and east which can be confusing in an unfamiliar setting. Some buildings will have AEDs on separate floors, so it is extremely vital to indicate the appropriate floor for each AED (i.e ground, first, 13th floor, etc). Lastly, enter one of the following “identifiers” for the forthcoming administrative verification.

- FRD Personnel – “ST & Station Number”
- FRD Volunteer – “ST & Station Number-V”
- CERT Volunteer – “CERT & Class Number”

Select “Restricted Access” if this AED is primarily for employee use and is not available to the general public.

15. Next, add an image. Take a step back and show the AED in the context of its surroundings. Remember, this is all about helping someone find this device in a hurry! No close-ups here.
16. Next, indicate if you are responsible for maintaining this device. If so, you will be asked for your contact information so expiration reminders and manufacturer product notices can be sent to you.
17. You will also be asked for a specific device and consumable information to enable the reminders.
18. **Check your information and submit your work to add this device to the registry.** Initially, your submission will be pending awaiting secondary review. AEDs pending review are represented with gray map pins. Once approved, AEDs can be shown to PulsePoint Respond users and emergency communication center staff.



Thank you for helping to build the most comprehensive registry of AEDs for Fairfax County.