



# Freedom Personal Assistants

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## FAO: Defibrillator Provider

19<sup>th</sup> February 2015

Dear Sir/Madam

### Re: Defibrillator App Project in conjunction with Pitlochry High School

I am writing on behalf of HPCP and Pitlochry High School, who together (with the aid of the Scottish Ambulance Service) are looking to create a Defibrillator App for Highland Perthshire, which will map out all the defibrillators in the area with up to date information on its location and current status, plus a visual 'How To' on performing CPR should the unthinkable happen and someone has a cardiac arrest.

If you are willing for HPCP to record this information and publish the location of your defibrillator on the App and through local advertising/marketing, please kindly provide information with regard to all the defibrillators on your premises, by completing the questionnaire below:

1.	Main Contact/Guardian: <b>Name</b>	
2.	Main Contact/Guardian: <b>Telephone</b>	
3.	Main Contact/Guardian: <b>Email</b>	
4.	How many defibrillators are on the premises? <i>(if more than one, please provide details for all)</i>	
5.	Defibrillator Model	
6.	Defibrillator Serial Number	

Proprietor:



Michella Samy

7.	Defibrillator Supplier i.e. Wel Medical/Philips	
8.	Location of defibrillator	Business Name: Street: City: Postcode:
9.	Where on the premises is it/are they situated?	
10.	Is it in use?	
11.	Is it freely available or locked away?	
12.	Does it have 24 hour access?	
13.	Are there 2 sets of pads, suitable scissors for cutting clothing, a disposable razor and face shield/pocket mask?	
14.	Are there people on the premises trained in CPR and the use of the defibrillator	
15.	Are your staff willing to attend an incident close by or not?	
16.	Is a monthly check carried out by a person/persons trained to use a defibrillator? Please provide a name if different to question 1.	

With regard to monthly checks of the defibrillator, I will be the single point of contact from HPCP, in which your guardian/contact should update me at the end of each month with the current status of your defibrillator i.e. if it has been checked and whether or not it is working. They will also need to know what they have checked, how to reset units, replace batteries etc. This will then be recorded on the App so that it is always up to date.

HPCP can advise on providers of training in CPR and the use of defibrillators, if there is no one available with the necessary experience. Alternatively, if you would rather HPCP appoint someone to do this on your behalf, please let me know.

HPCP and the children of Pitlochry High School are very excited by this project, and with your assistance by completing the above, we hope to have the App up and running within the next few months.

**I would be grateful if you could please return the completed forms to me via email or post, by no later than the 16<sup>th</sup> March 2015.**

If you have any queries relating to the above questions, please do not hesitate to contact me, and I look forward to hearing from you in due course.

Yours faithfully



**Michella Samy**

**For and on behalf of Highland Perthshire Communities Partnership (HPCP)**



**HIGHLAND PERTSHIRE  
COMMUNITIES PARTNERSHIP**