



AUTOMATED EXTERNAL DEFIBRILLATOR (AED) REQUIREMENTS

for

Catholic Church Endowment Society (CCES) Sites



Following release of the Automated External Defibrillators (Public Access) Act 2022 (SA), draft Regulations and guidance material were developed and released. The Regulations now have been approved. This has provided much needed clarity regarding the requirements. The relevant legislation comes into force on the 1st of January 2026, so we have 12 months to ensure compliance to the requirements.

Several important key points to highlight:

- Responsibility for purchasing and installing AEDs (where relevant and required), rests with the building owner.
- When purchasing an AED(s), please ensure you complete a pre-purchase checklist. The following form is available for this - <https://www.csaim.org.au/document/046F>.
- AEDs purchased and installed must be approved by the Australian Therapeutic Goods Administration (TGA).
- While not mandatory, if your site does not have trained first aiders, nurses etc. then training in the use of AED's should be provided at the time of installing the AED. Most suppliers of AED's can either facilitate this training or assist in arranging this.
- AEDs cannot be installed in a cabinet, container, or other structure (requiring a key or code) to access.
- Buses (which can carry fourteen or more adults) owned and operated by CCES sites to transport students, residents, clients etc. are exempt from requiring an AED.
- When purchasing an AED, consideration must be given to determining whether the ability to be used on a child (8 years of age or under or 25kg or less) is applicable.
- Sites should ensure that when purchasing an AED(s) that it is equipped with two sets of defibrillation pads, shears, and a razor as a minimum. Ideally a patient prep pack should be considered which includes a surgical razor, trauma shears, drying towel, nitrile gloves, disposal bag and a resuscitation mask.
- Signage used must conform to the Australian Resuscitation Council approved AED symbol (examples depicted above). Green and white signage is readily available through a range of providers including AED suppliers, safety shops, large hardware type stores etc.
- Grants of \$1000 for not-for-profit organisations are being offered through Preventive Health SA. Further information is available here - [South Australian Automated External Defibrillator \(AED\) Grants Program • Preventive Health SA](#). Sites could also contact their local Council, particularly in regional areas as grants may be available.
- AED(s) need to be registered, through the SA Ambulance Service. Follow the prompts in this address to register your AED(s) - [AED Register | Register an AED or check AED registration in South Australia](#). The Public Access, 'Yes' option requires checking when registering your AED(s).
- Once installed, an ongoing program of inspection will need to be implemented. These inspections need to be completed at least quarterly. The following tool is available to complete and record your inspections - <https://www.csaim.org.au/document/083F>.
- Catholic Safety and Injury Management (CSAIM) will update relevant CSAIM procedures, tools, forms, and guidelines relevant to AEDs.



The following is a breakdown of key requirements relevant to our primary sectors throughout CCES.

EDUCATION

The Catholic Education SA (CESA) office in Thebarton will require at least one AED, along with relevant signage. The Port Pirie office does not require an AED based on where it is located and the fact the public are not able to freely access the office.

All schools (Primary, Secondary and Technical Colleges) require at least one AED per campus, which must be readily accessible. Signage is required where the AED is physically located (this signage should be supplied with the AED) and near the main entrance to the campus. Ideally this AED should be located at or near the front desk area.

If the school has a multi-purpose facility (i.e. hall, gym, sporting complex etc.) which is rented out and used by external parties out of normal school hours, then a dedicated AED will also need to be provided for this area, along with relevant signage.

If the school operates a boarding house, then one AED should be provided in this area, along with relevant signage. Boarding Houses are not considered a Designated Building or Facility, nor do they meet the definition of a Public Building or Facility and as such do not specifically require a dedicated AED, however this is recommended as best practice.

Out of Hours School Care (OHSC) and Early Learning Centres should have ready access to an AED. OHSC and Early Learning Centres are not considered a Designated Building or Facility, nor do they meet the definition of a Public Building or Facility and as such do not specifically require an AED, however this is recommended as best practice.

If your school has a Church, Chapel or other Place of Worship and this is not part of the local Parish, this may require a dedicated AED if it is used as a Place of Worship (i.e. mass is delivered, open for prayer, and the public can freely access).

All AED(s) purchased require consideration of the need to be used on children 8 years of age or under (25kg or under) (where applicable). Some AEDs available can switch between adult or child mode (meaning only one type of pad is required) or pads specifically for children need to be purchased and available.

PARISH

All Places of Worship (i.e. Churches, Chapels, or other designated areas) that are in use require at least one AED per location, which must be readily accessible, while the Place of Worship is open. Signage is required where the AED is physically located (this signage should be supplied with the AED) and near the main entrance to the Place of Worship.

Parish Offices where the public can freely access these during operating hours and the building has a total floor area of 600m² or more, will require a dedicated AED, along with relevant signage. If the AED provided in the Place of Worship (i.e. adjacent to the Parish Office) is always readily accessible, then this would be considered adequate. If, however, access to the AED provided in a Place of Worship is not always readily accessible, then the Parish Office area will require a dedicated AED, along with relevant signage.

If the Parish has a hall or similar which is rented out and the AED provided in the Place of Worship or Parish Office is not always readily accessible, then a dedicated AED should be provided for this area, along with relevant signage. This is recommended as best practice.



SOCIAL SERVICES

Most social services sites are likely to only require one AED and, in some cases, none. To determine what is applicable, firstly you must consider whether the public can freely access any part of the building or facility, even if this area is small and the total floor area of the building or facility is 600m² or greater? If the answer to both is 'yes,' then one dedicated AED along with relevant signage is required where the AED is physically located (this signage should be supplied with the AED) and near the main entrance to the building or facility.

More than one AED may be required where your building, or facility meets the following criteria. Activities undertaken at the site fall under the definition of being used for '*Commercial Purposes*' – '*means the occupier of the land solely or primarily sells goods or provides services for money,*' and the publicly accessible floor area is 1200m² or greater. To determine the number required, one per 1200m² of publicly accessible floor space is the ratio. These should be evenly installed throughout the building or facility.

Note: Even if your site does not require an AED, it is recommended that one be purchased as these are well proven in saving a person's life and considered as best practice.

HEALTH (Aged Care)

Aged Care Facilities will require multiple AEDs to be purchased and installed. To determine the number required, one per 1200m² of publicly accessible floor space is the ratio. Publicly accessible areas include spaces such as Chapels, lobbies, foyers, corridors, lifts, stairs coffee/tea areas and cafes etc. AEDs should be evenly installed throughout the facility. Signage is required where the AEDs are physically located (this signage should be supplied with the AED) and near the main entrance to the facility.

Where a Place of Worship (i.e. Chapel) is within the Aged Care Facility, the site must ensure that ready access to one or more AEDs in the facility is available for this location.

Please contact your Safety Business Partner at Catholic Safety and Injury Management for further guidance, if required.