



**U.S. DEPARTMENT OF JUSTICE**

**Federal Bureau of Prisons**

*Metropolitan Correctional Center*

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*150 Park Row  
New York, New York 10007*

November 5, 2019

**MEMORANDUM FOR JEFFERY D. ALLEN, M.D., MEDICAL DIRECTOR  
WASHINGTON, DC**

**FROM:** [REDACTED], Warden [REDACTED]

**SUBJECT:** Multi-Level Mortality Chart Review  
Consultant's Comments

This memorandum is in response to the multi-level mortality review dated October 29, 2019, whereas, several recommendations were made concerning the Automated External Defibrillators (AEDs) at MCC New York.

Please see the attachment, which addresses your recommendations. If you have any questions or concerns, please do not hesitate to contact me at [REDACTED].

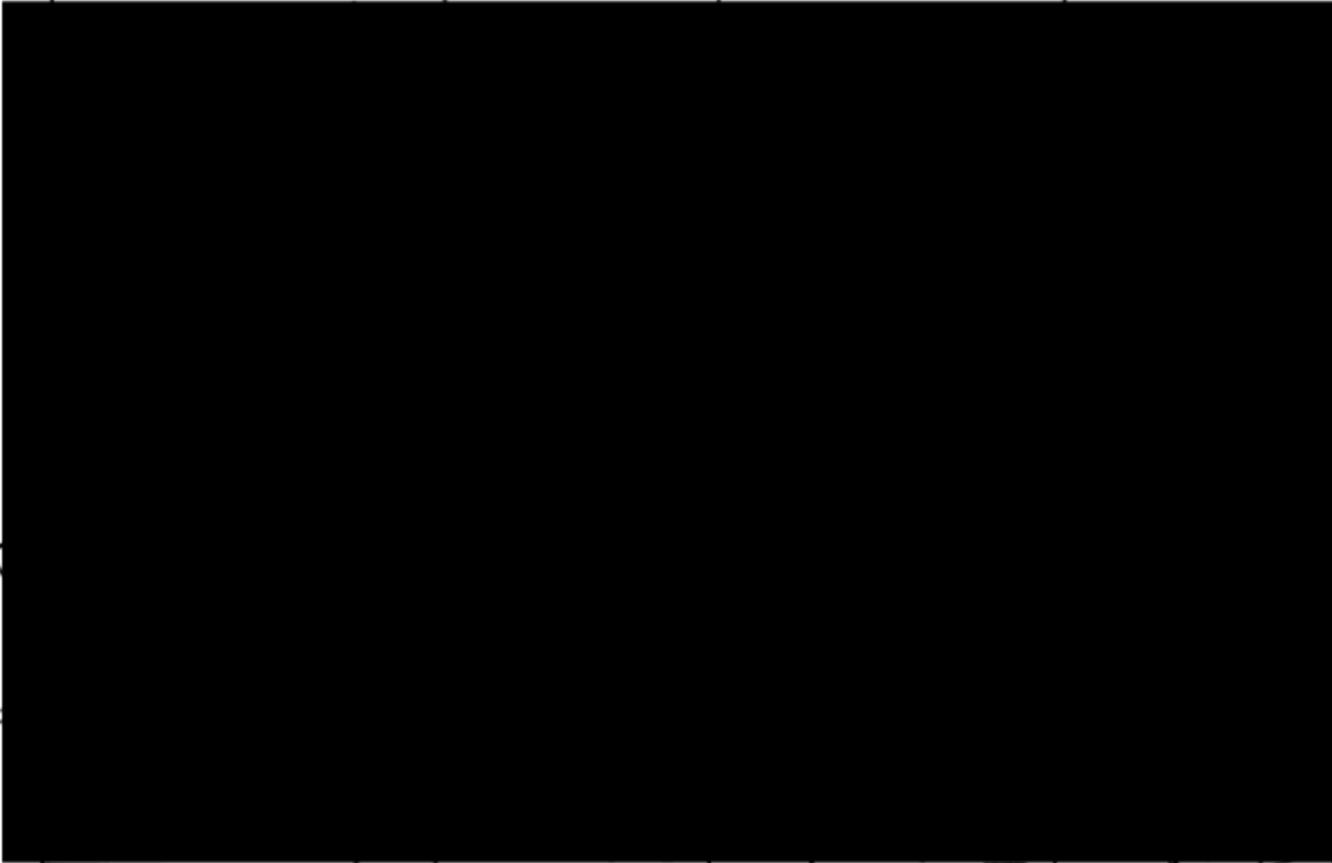
**MCC New York**

**Procedures for Monitoring, Testing and Inspecting Automated External Defibrillators (AEDs)**

This procedural statement outlines procedures for monitoring, inspecting and testing all Automated External Defibrillators (AED) at MCC New York.

1. Every month, the Health Services Administrator (HSA) or designee will conduct an inspection and testing of all AEDs and document the findings on an inspection form. The inspection will consist of inspecting the condition of the batteries and pads and checking the expiration date, control number and location of all AEDs in the institution, to ensure they are properly functioning. All AEDs "in service and out of service" will be tested. This information will be reported to the quarterly Governing Body meeting, for one year.
2. All AEDs will be inspected and tested bi-annually by the contract biomedical company and a report will be provided by the company.
3. Back up batteries (LIFEPAK 1000) are available and are checked as per the manufacturer's recommendations, which are:
  - a. Inspect the fuel gauge, which provides an easy way to determine the available battery capacity.
  - b. Do not attempt to recharge.
  - c. Do not allow electrical connection between the battery contacts.
  - d. Use and store batteries in a location where temperatures are between 20° and 30°C (68° and 86°F). Higher temperatures accelerate the loss of charge and decrease battery life. Lower temperatures reduce battery capacity.
  - e. Dispose of expired or depleted nonrechargeable batteries according to national, regional and local regulations for battery disposal.

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Signature	BOP ID #	First Name (printed)	Last Name (printed)
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Please use official name and print legibly to ensure you receive credit for training.

Institution: MCC New York  
 Employee Services POC: Health Services Department  
 Course Title: Automated Defibrillator Inspecting, Testing and Maintenance  
 Class Start Date: NOVEMBER 4, 2019  
 Class End Date: NOVEMBER 4, 2019  
 Duty Hours: 12:00 PM - 1:00 PM



# AED MONTHLY CHECK

## MCC New York

### Month: November 2019

Location	BATTERY (OK) EXPIRATION Date	# OF AED PAD SETS	PAD EXPIRATION DATE	Stretcher and ALL STRAPS	IN SERVICE	OUT OF SERVICE
Roof Control # 54149						
11 Sallyport Control # 54225						
SHU Control # 54226						
7 Sallyport Control # 54227						
5 Sallyport Control # 54224						
3 Sallyport Control # 54238						
3rd floor PCU unit Control # 54145						
2 Floor Sallyport Control # 54147						
2nd Floor Urgent Care Room Control # 54148						
1st floor Warden's Complex Area Control # 54239						
Food Sally Port Control # 54205						
9 Sally port						
9 South Control # 54226						

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Name of Reviewer

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Date