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**State of Wisconsin**  
Department of Children and Families  
Division of Early Care and Education

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Date: November 24, 2008

**BECR Memo 2008-08**

To: Private Child Placing Agency Licensees  
Group Foster Home Licensees  
Residential Care Center Licensees  
Shelter Care Facility Licensees

From: Jill D. Chase, Director  
Bureau of Early Care Regulation

A handwritten signature in cursive script, reading 'Jill D. Chase', on a light blue background.

RE: Updates on the New Department of Children and Families and the 2007 Wisconsin Act 104 - Automatic External Defibrillator (AED)

The purpose of this memo is to update licensees on the new Department of Children and Families, and to share information regarding the Wisconsin's new automatic external defibrillator law.

**The New Department of Children and Families**

Wisconsin's new Department of Children and Families (DCF) was established on July 1, 2008. The Bureau of Regulation and Licensing (BRL), renamed the Bureau of Early Care Regulation (BECR), is a part of this new department. All regional offices are located at their same locations and licensing staff have not changed.

**Please note that as of January 1, 2009, child welfare licensees (including group homes, shelter care, residential care centers and private child placing agencies) will no longer receive paper copies of any DCF memos and updates.** All child welfare licensees are required to sign up for the DCF listserv to receive the electronic versions of DCF informational memos and updates. The listserv is free, but does require an active e-mail address. To sign up for the listserv, please go to <http://dcf.wisconsin.gov/memos/signup.htm> .

**2007 Wisconsin Act 104 – Automatic External Defibrillator**

The passage of 2007 Wisconsin Act 104 requires that child welfare providers take a course approved by the Department of Health Services (DHS) on the use of automatic external defibrillators (AED). **Providers are not required to have an AED on site.**

The following providers must have proficiency in the use of an automatic external defibrillator:

- All staff members of a group home who provide care for the residents of the group home;
- All staff members of a shelter care facility that provide care and supervision for children;
- All child welfare agencies that operate a residential care center for children and youth must have at least one trained staff member in each building that houses residents of the residential care center, when those residents are present.

AED training will be included as a component of approved CPR courses. Effective immediately, current staff members whose CPR certification is expiring are required to renew their CPR certification by taking a course that includes approved training in the use of an AED. New staff members that are required to have CPR certification will also be expected to take a course that includes approved training in the use of an AED.

### **Approved Course Trainers in Automatic External Defibrillator Proficiency**

The following CPR courses include the required AED component and have been approved by the Department of Health Services:

- American Red Cross course for Automated External Defibrillators [www.redcross.org](http://www.redcross.org)
- American Heart Association [www.americanheart.org](http://www.americanheart.org)
- EMP of America course for defibrillation [www.ECSInstitute.org](http://www.ECSInstitute.org)
- National Safety Council AED course [www.medicfirstaid.us](http://www.medicfirstaid.us)
- American Safety and Health Institute <http://www.ashinstitute.org/>
- T-E-A-M CPR and AED <http://www.goldcross.org/>

The approved course list will be regularly updated on the DHS website <http://www.dhs.wisconsin.gov>

If you wish to receive Department of Health Services approval to provide AED training, you may contact the Division of Public Health at the following address:

DIVISION OF PUBLIC HEALTH  
BUREAU OF LOCAL HEALTH SUPPORT & EMS  
P.O. BOX 2659  
MADISON, WI 53701-2659  
608-261-6870

If you have any questions, please feel free to contact your regional licensing specialist.

cc: Bureau of Early Care Regulation Child Welfare Staff