

Maintenance Checklist: Automated External Defibrillator

Please make sure several copies of the maintenance checklist for your monthly inspections!

Phillips HeartStart Onsite AED

Date: _____

Location: _____

Inspection performed by: _____

Criteria	Status (Please check off)	Corrective Actions/Comments
AED:		
Placement visible, unobstructed and near phone (if possible)		
Verify battery is installed in AED. (DO NOT TAKE OUT UN-NECESSARILY)		
Check the flickering green LED status indicator light (Found on front /right side of case). It will flicker every 4-5 seconds.		
Ensure AED is clean, no dirt or contamination; no damage present on AED or accessories		
Alarm is working(open door Alarm should sound)		
Supplies (Found in red case)		
1 cartridge set of AED electrode pads in AED and 1 extra set in sealed package in red case. Check expiration dates.		
Scissors are present in red bag		
Pediatric cartridge (if applicable)		
Fast Response Kit (Red bag attached to case:)		
1 x pocket mask with one-way valve		
1 x set of gloves (at least one pair)		
1 x pair of scissors		
1 x Razors (White- for shaving chest)		
1 x absorbent gauze or hand towels		
Wall Mounted Alarmed Security Box (If applicable)		
Cabinet alarm battery has been changed yearly on this date: _____	Adult Smart Pad expiry date: _____	
9v battery (device) expires: _____	Child Smart Pad expiry date: _____	