

Maintenance Checklist:
Automated External Defibrillator

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



Philips HeartStart Onsite® AED

Date: _____ Location: _____

Inspection performed by: _____

Criteria	Status (Please check off)	Corrective Action/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.		
Verify absence of visual/audible service alarm		
Ensure AED is clean, no dirt or contamination; no damage present on AED or accessories		
Supplies (Found in Red Case):		
1 cartridge set of AED electrode pads in AED and 1 extra set in sealed package in red carry case. Check expiration dates.		
Scissors are present in red carry case		
Pediatric cartridge (If applicable)		
Fast Response Kit (Red bag attached to case):		
1 x Pocket mask with one-way valve		
1 x Set gloves (At least 1 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 – i.e. AED may be in bracket or hard case):		
9V battery has been changed yearly on this date: _____		*** The 9V battery that works the alarm must be changed yearly (i.e. same time as when change batteries in smoke detectors).

***Please refer to manufacturer’s User Manual for more information and proper annual maintenance procedures.**
For more information on best practices regarding Automated External Defibrillators (AED) in Manitoba, please contact:



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