

California State University, Chico
Environmental Health and Safety - University Police Department

AED MONTHLY MAINTENANCE & INSPECTION LOG

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INSPECTED BY: _____

INSPECTION DATE: _____

	UPD # 711	UPD # 701	UPD # 707	UPD # 705	UPD # 712	PAC 144	BMU 100 Auditorium	WREC Front Desk	WREC 2nd Floor	WREC Lifeguard	Yolo Hall SE Lobby
	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO
AED INSPECTION CRITERIA											
Unit visible and accessible											
Cabinet alarm functioning								Not Alarmed			
Unit clean & free of damage											
Verify electrodes are connected, sealed in package; check expiration date on pads											
Verify pad cables are free of cracks, cuts or exposed wires											
Verify Battery Power (except Holt 369)											
1 Open AED lid, observe status indicator change to RED. After approximately 5 seconds verify that status indicator returns to GREEN.											
2 Listen for voice prompts											
3 Close AED lid, observe status indicator change to RED. After approximately 5 seconds verify that status indicator returns to GREEN.											
ACCESSORY CRITERIA											
Extra set of Pads											
Pocket mask w/one way valve											
Examination gloves											
Razor(s)											
Absorbent gauze/hand towels											

Monthly inspections are to be performed no less than 28 days apart, all criteria above must be documented. Please be sure to sign, date and return the form to EHS as soon as possible. If problems are noted or the device fails any of the criteria, notify EHS immediately, place an "Out of Service" notice on the AED cabinet and bring the unit to the EHS office.

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	Nettleton (locker rm)	Student Health 124	Acker Lobby	Shurmer Lobby 101	Tehama near 106	Butte Hall near 103	Holt Hall near 189	Holt -369 Nursing	Kendall near 113	Laxson Lobby	Farm Ofc 1502
	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO	OK / NO
AED INSPECTION CRITERIA											
Unit visible and accessible											
Cabinet alarm functioning											Not Alarmed
Unit clean & free of damage or tampering											
Verify electrodes are connected & sealed in package - check expiration date on pads											
Verify pad cables are free of cracks, cuts or exposed wires											
Verify Battery Power (except Zoll-Holt 369)											
Open AED lid, observe status indicator change to RED. After approximately 5 seconds verify that status indicator returns to GREEN.								HOLT 369 ONLY- Is green check visible?			
Listen for voice prompts											
Close AED lid, observe status indicator change to RED. After approximately 5 seconds verify that status indicator returns to GREEN.											
ACCESSORY CRITERIA											
Extra set of Pads											
Pocket mask w/one way valve											
Examination gloves											
Razor(s)											
Absorbent gauze/hand towels											

***VARIATIONS FOR ZOLL PLUS AED - VERIFY BATTERY POWER - HOLT 369 ONLY**

Verify green "check" is visible.