

2020-2021 AED READINESS INVENTORY LOG

COMPLETE CHECKLIST BI-WEEKLY

Facility Name:		Location:
Contact Person:		Type of AED: Heartstart FRx
Serial Number:		Fish/Location:
Signature	Print	Date

MONTH:	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE
DAY:												
INITIALS:												
Status Indicator shows a green light Or OK/Battery Function												
Storage unit/cabinet intact and clean												
AED Exterior intact and clean												
User's Guide Available												
Heartstart FRx pads- one sealed, the other one in a plastic case and plugged into AED, both should be undamaged and in date.												
One Padi key												
Zipper Kit – (mouth barrier device, scissors, non-latex gloves, hand towel)												

PLEASE INITIAL AND DATE THE FOLLOWING ONCE YOU HAVE COMPLETED

Two updated 911 Posters	New AED Log	ONE AED STICKER	Per SBBC Policy 5303 Rule Ia. Each school and district facility is required to have a minimum of two individuals trained with current certification in First Aid and CPR/AED.
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Expired pads and expired or low batteries: *Zipper Kits/CPR Kits

Contact Environmental Health & Safety Department

****NOTE: If you need 911 posters please go to the Environmental Health & Safety Department web site, it is under Health & Safety on the right side of the page. Please print the 911 posters in color, you may also print as many as you like.**

This log must be kept with the AED machine and checked bi-weekly. At the end of the year, please submit a copy of this form to the Environmental Health & Safety Department @ SafetyTraining@browardschools.com.