

AED Daily Inspections Checklist

AED CHECKLIST – DAILY CHECKS

To be completed every day. Please tick (✓) to confirm AED has a green light or cross (X) in the box if light is off.

Any problems or missing items must be reported to Health and Safety Office, tel: 086 2563629.

****If the AED shows a fault, report immediately to Health and Safety Office****

DEFIBRILLATOR LOCATION												
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Check AED is on standby mode – green light on	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date
Check AED is on standby mode – green light on	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date
Check AED is on standby mode – green light on	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date
Check AED is on standby mode – green light on	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date	y/n /Inspected by & date

AED Monthly Inspection Checklist



AED CHECKLIST – MONTHLY CHECKS

UNIT No. ____

(Weekly check – see overleaf)

To be completed every month and when taken out for an event. For each item, please tick or cross the box and sign at the bottom.

Date													
Check AED is on standby mode – green light													
Check spare pads are sealed and in date													
Check paper towel present													
Check razor present													
Check scissors present													
Check disposable gloves present													
Check face shield present													
Check 2 events report forms available with College Incident report form													
Signed													

Any problems or missing items must be reported to the Safety Office, ext. 4914 or caroline.duffy@mic.ul.ie. All spares are kept at the Health and Safety Office.

If the AED shows a fault, report immediately to the Health & Safety Office, ext 4914

AED Weekly Inspection Checklist



AED CHECKLIST – WEEKLY CHECKS

UNIT No. _____

(Monthly check – see overleaf)

Check AED is in correct position in cabinet with green light.

If AED missing or green light not on, report to Health and Safety Office, ext 4914 or caroline.duffy@mic.ul.ie.

Date of check	OK or Not OK and initial	Date of check	OK or Not OK and initial	Date of check	OK or Not OK and initial	Date of check	OK or Not OK and initial

