Regular Maintenance for the AED Coordinator

Daily and After Each Use - FR2+ AED

- Check the Status Indicator indicating readiness for use.
  (flashing black & silver hourglass)
  o (See User’s Guide for explanation of a Status Indicator)
- Ensure all equipment is checked and functioning.
- Check expiration dates and any obvious signs of damage.

Weekly

- Inspect the exterior and connector for signs of damage.
- Check Status indicator (flashing hourglass)

After Each Use

- Inspect the exterior and connector for dirt or contamination.
- Perform Battery Insertion Test (BIT)
- Check status indicator before placing AED back in service.
- Remove Data Card and overnight mail to TLTG Inc.
- Replace defibrillator Pads/Cartridge and any supplies used.
- Replace Data Card with spare. Push in tightly
- Review Post-Use procedures

Monthly Inspection

- Perform all the above checks for daily, weekly and after use checks.
- Ensure check of equipment and expiration dates.
- Check AED Cabinet and Supplies
- Sign off (initial) Monthly Check Sheet.
- Get AED Coordinator’s approval

Supplies: Spare Battery, Defibrillation Pads, Fast Response Kit, Case.

*See User’s Guide for complete maintenance schedule.
Contact ______________ for any additional assistance.
Regular Maintenance for the AED Coordinator – FRx AED

Daily and After Each Use

- Check the Status Indicator indicating readiness for use. (green light)
  - (See User’s Guide for explanation of a Status Indicator)
- Ensure all equipment is checked and functioning.
- Check for any obvious signs of damage.

Weekly

- Inspect the exterior for signs of damage.
- Check Status indicator (green light flashing)

After Each Use

- Inspect the exterior and connector for dirt or contamination.
- Perform Battery Insertion Test (BIT) After Data Recovery
- Check status indicator before placing AED back in service.
- Contact TLTG Inc. for immediate review of Event Data.
- Replace defibrillator Pads/Cartridge and any supplies used.
- Review Post-Use procedures

Monthly Inspection

- Perform all the above checks for daily, weekly and after use checks.
- Ensure check of equipment and expiration dates.
- Check AED Cabinet and Supplies
- Sign off (initial) Monthly Check Sheet.
- Obtain AED Coordinator’s approval

Supplies: Spare Battery, Pads, Fast Response Kit, Case.

*See User’s Guide for complete maintenance schedule.
Contact TLTG Inc. for any additional assistance.
## Defibrillator Equipment and Maintenance Worksheet

**Facility:**

**AED Location:**

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<th>Month: : : : :</th>
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**Defibrillator Condition**
- No dirt/contamination/damage
- Carrying Case zipper

**Status indicator**
- "Flashing"
- Black hourglass or Green light

**Supplies**
- Adult, Infant Cartridge/Pads
- sealed, undamaged, unexpired

**Ancillary Supplies**
- Mask, gloves, scissors, towel, razor (Fast Response Kit)

**Spare Battery**
- Within "Install by" date

**Data Card (Forerunner)**
- Inserted/undamaged

**Cabinet**
- Door opens, Alarmed

**Other:** __________

**Other:** __________

**Inspected by:**
- ( initials )

**Remarks, Problems, Corrective Actions**

**AED Coordinator**
- ( approval )