

Monthly AED Check Instructions

These instructions include the procedure for checking 2 different AED models; The LifePak CR2, and the LifePak CR+ models.

Thank you for taking an active role in saving lives in your community! By keeping an AED on site, you are providing a chance of living to employees, customers, and the general public when they would otherwise have no hope of recovering from the most common cause of death.

We are currently updating our AEDs with the LifePak CR2 model.

CR2 Automated External Defibrillator (AED) Monthly Check



Figure 1- LifePak CR2 AED

To ensure the AED is properly functioning, we request that the personnel at AED sites perform quick monthly inspections. To perform a monthly inspection, please follow the steps below:

1. Bring a piece of scratch paper and a pen or pencil to the AED
2. Open the semi-hard case
3. Write down the four-digit Heart Safe La Plata (HSLP) serial number (See Figure 2)
4. Verify there is a flashing green light. (See Figure 2)
 - a. If there is not a flashing green light, or if the light is a different color, take note and enter into the checklist.
5. Close the semi-hard case.

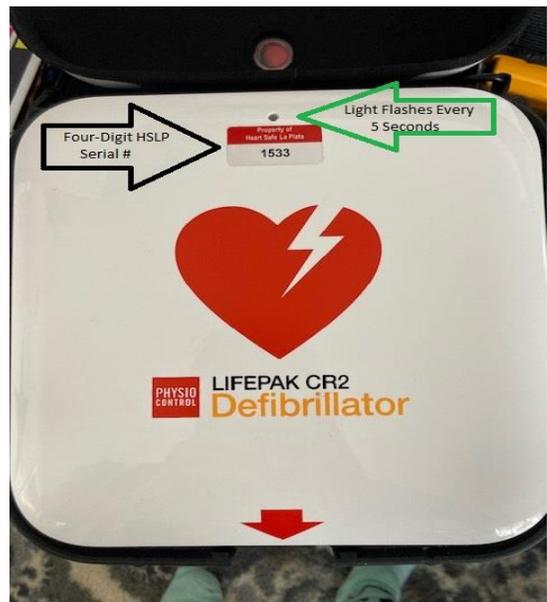


Figure 2- AED showing HSLP numbers on front and light location

6. Complete the user checklist on the HSLP website, located at

<https://www.heartsafelaplata.org/monthly-aed-checklist> (See Figures 3 and 8)

- a. "Site location" is the address or building name (e.g., Durango High School or 2390 Main Avenue)
- b. Questions or comments can be left in the "Notes" field
- c. Kaylie Smith is our Program Director, please call her at (970) 799-3260 if you have any questions or concerns.

Monthly AED Checklist

[Directions for Checking Your AED](#)

If your AED has been USED on a patient, please contact Heart Safe La Plata directly at 970-799-3260

HSLP Inventory Number *

1210

Site Location (example- Durango Library) *

Heart Safe La Plata, 142 Sheppard Drive

Date *

01/01/2022 

Name *

Kaylie Smith

Email Address *

heartsafelaplata@gmail.com

Check Use By Date on QUIK-PAK Electrode Packet

01/01/2022 

Check Readiness Display for: *

OK Indicator/ Flashing Green Light

CHARGE-PAK Indicator

ATTENTION Indicator

WRENCH Indicator

NOTES

I noticed that the pads are expiring soon, please give me a call (970) 799-3260

Send

Figures 3 and 8- AED user checklist example from HSLP website

CR+ Automated External Defibrillator (AED) Monthly Check



Figure 4- LifePak CR+ AED

To ensure the AED is properly functioning, we request that the personnel at AED sites perform quick monthly inspections. To perform a monthly inspection, please follow the steps below:

1. Bring a piece of scratch paper and a pen or pencil to the AED.
2. Open the fabric case.
 - a. DO NOT open the hard plastic case, this will turn the unit on and drain the battery!
3. Write down the four-digit Heart Safe La Plata (HSLP) serial number (See Figure 5)
 - a. The HSLP number may be located on the back of the unit
 - b. There may be stickers with eight-digit serial numbers on them, these are NOT the HSLP numbers.



Figure 5- AEDs showing HSLP numbers on front (left) and back (right)

4. Verify the top middle window shows OK (See Figure 6)
 - a. If the top middle window shows battery, attention, or wrench symbols, write these down (See Figure 7)



Figure 6- AED showing OK symbol and pad expiration date



Figure 7- AED showing HSLP number, error symbols, and pad expiration date

5. Write down the pad expiration date shown on the upper right window (See Figures 6 and 7)
6. Close the fabric case

7. Complete the user checklist on the HSLP website, located at <https://www.heartsafelaplata.org/monthly-aed-checklist> (See Figure 3)

- a. "Site location" is the address or building name (e.g., Durango High School or 2390 Main Avenue)
- b. Questions or comments can be left in the "Notes" field
- c. Kaylie Smith is our Program Director, please call her at (970) 799-3260 if you have any questions or concerns.

Monthly AED Checklist

[Directions for Checking Your AED](#)

If your AED has been USED on a patient, please contact Heart Safe La Plata directly at 970-799-3260

HSLP Inventory Number *	<input type="text" value="1210"/>
Site Location (example- Durango Library) *	<input type="text" value="Heart Safe La Plata, 142 Sheppard Drive"/>
Date *	<input type="text" value="01/01/2022"/>
Name *	<input type="text" value="Kaylie Smith"/>
Email Address *	<input type="text" value="heartsafelaplata@gmail.com"/>
Check Use By Date on QUIK-PAK Electrode Pcket	<input type="text" value="01/01/2022"/>
Check Readiness Display for: *	<input checked="" type="checkbox"/> OK Indicator/ Flashing Green Light <input type="checkbox"/> CHARGE-PAK Indicator <input type="checkbox"/> ATTENTION Indicator <input type="checkbox"/> WRENCH Indicator
NOTES	<input type="text"/>
I noticed that the pads are expiring soon, please give me a call (970) 799-3260	
<input type="button" value="Send"/>	

HSLP website

Figures 3 and 8- AED user checklist example from

Thank you for taking the time to do your AED checks! It takes a community, and together we can save a life!