OpsAuditHub opsauditihub.com	DOC ID: **SAF-0373**	REVISION: **Rev 2.4 (2026)**
	STANDARD: **OSHA 1910.151 & AHA Guidelines for CPR and ECC**	AUDIT FREQUENCY: **Monthly Audit**

Automated External Defibrillator Aed Monthly Check Compliance Checklist

Operational Scope: Ensures all campus Automated External Defibrillators (AEDs) are fully operational, unobstructed, and compliant with emergency response regulations. Mitigates the risk of device failure during cardiac arrest incidents in educational environments.

MANDATORY PPE:	Nitrile Medical Examination Gloves, Safety Glasses with Side Shields, High-Visibility Safety Vest, Anti-Static Inspection Clipboard
PREREQUISITES:	Verify the AED unit location is unlocked and freely accessible to designated staff | Review previous month's compliance logs for unresolved corrective actions

VISUAL & PHYSICAL CABINET INSPECTION

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
1	**Cabinet Enclosure & Signage**	Wall-mounted cabinet is clean, undamaged, clearly marked with 3D AED signage, and unobstructed by furniture or lockers.	Standard	[ ] PASS [ ] FAIL [ ] N/A
2	**Alarm System Functionality**	Opening the cabinet door triggers the audible local alarm properly (if equipped with battery backup).	Warning	[ ] PASS [ ] FAIL [ ] N/A
3	**Tamper Seals**	Security seal on the cabinet or carrying case is intact, verifying the unit has not been unathorizedly opened or used.	Warning	[ ] PASS [ ] FAIL [ ] N/A

DEVICE STATUS & READINESS CHECK

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
4	**Status Indicator / Readiness Light**	Visual status indicator (LCD screen, green check, or blinking ready light) shows the device has passed its automated self-test without error codes.	Critical (Immediate Out of Service)	[ ] PASS [ ] FAIL [ ] N/A
5	**Electrode Pad Expiration**	Unopened adult and pediatric (if applicable) electrode pads are present and within the manufacturer's printed expiration date.	Critical (Immediate Out of Service)	[ ] PASS [ ] FAIL [ ] N/A
6	**Backup Battery Expiration**	Primary battery pack is securely seated and expiration date printed on the battery has not passed.	Critical (Immediate Out of Service)	[ ] PASS [ ] FAIL [ ] N/A

RESCUE KIT & DOCUMENTATION AUDIT

#	COMPONENT / ITEM	VERIFICATION CRITERIA & ACCEPTANCE STANDARD	SEVERITY	STATUS
7	**Emergency Response Preparedness Kit**	Kit contains intact CPR barrier mask, trauma shears, heavy-duty razor, antiseptic wipes, and two pairs of nitrile gloves.	Warning	[ ] PASS [ ] FAIL [ ] N/A
8	**Inspection Log Tag**	Physical monthly inspection tag attached to the unit is signed, dated, and current for the active calendar month.	Standard	[ ] PASS [ ] FAIL [ ] N/A

Certified School Safety Officer / Lead Inspector Signature: _____	**Date / Time:** _____	**Badge / Cert #:** _____
Director of Facilities & Operations / Safety Manager Sign-off: _____	**Review Date:** _____	**Audit Status:** [ ] Approved [ ] Rectify

COMPLIANCE NOTICE: This document must be archived for a minimum of 12 months in accordance with workplace safety recordkeeping guidelines.

DIGITAL INSPECTION UPGRADE: Run this audit on mobile/tablet, attach photos & automate compliance records. Start Free Mobile Audit →