OKLAHOMA DEPARTMENT OF CORRECTIONS
DAILY/MONTHLY AED/NARCAN INSPECTION LOG

Facility: _____ Month/Year: _____

Building: _____ AED Location: _____ AED Serial No.:_____ AED Battery Date: _____

A staff member will initial verifying they have conducted the daily maintenance check of the AED. The daily maintenance check will include verification that the light on the AED is GREEN. If status light is RED, notify CHSA or designee and refer to troubleshooting table in the "Instructions for Use Guide" located in back pocket of AED case.

Daily AED Maintenance Check	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
AED Light is Green (✓)																															
Initials																															

MONTHLY CHECK - AED	(✓)
Date	
AED Secured in Case	
Battery Status and within the manufacturers' expiration date	
Electrodes in place and within the manufacturers' expiration date	
AED Operation Verified *(see below for list)	
Initials	

***Operation Checklist:**
1. Verify battery is not expired (expires 4 years from date).
2. Open the AED lid.
3. Wait for the AED to indicate status: Observe the change of the STATUS INDICATOR to RED. After approximately five seconds, verify that the STATUS INDICATOR returns to GREEN.
4. Check the expiration date on the electrodes. (Replace if expired)
5. Listen for the voice prompts.
6. Close the lid and observe the change of the STATUS INDICATOR to RED. After approximately five seconds, verify that the STATUS INDICATOR returns to GREEN. If the STATUS INDICATOR does not return to GREEN, contact CHSA or designee.

MONTHLY CHECK - NARCAN	(✓)
Date	
Naloxone kits stored in a manner consistent with manufacturer guidelines.	
Naloxone kits protected from direct sunlight and stored in an area between 59 – 86 degrees Fahrenheit.	
Naloxone kits kept in a secure area that is accessible to trained staff.	
Naloxone within the manufacturers' expiration date	
Initials	

***Operation Checklist:**
1. Naloxone kits stored in a manner consistent with manufacturer guidelines.
2. Naloxone kits will be protected from direct sunlight and be stored in an area between 59 – 86 degrees Fahrenheit.
3. Naloxone kits will be kept in a secure area that is accessible to trained staff.
4. Damaged or expired kits reported to the Nurse Manager or Correctional Health Services Administrator (CHSA)/designee.

Staff Name	Initial

Staff Name	Initial

Staff Name	Initial

Staff Name	Initial