

AED Monthly Inspection Log

One sheet per AED for a year of monthly checks. Tick each check that passes; if one fails, write what you did in the notes below.

AED LOCATION

AED BRAND AND MODEL

SERIAL NUMBER

PADS EXPIRE

BATTERY EXPIRES

YEAR

Month	Date	Status light ready	Not chirping	Pads in date	Battery in date	No damage	Clean and dry	Cabinet alarm works	Initials
Jan		☐	☐	☐	☐	☐	☐	☐	
Feb		☐	☐	☐	☐	☐	☐	☐	
Mar		☐	☐	☐	☐	☐	☐	☐	
Apr		☐	☐	☐	☐	☐	☐	☐	
May		☐	☐	☐	☐	☐	☐	☐	
Jun		☐	☐	☐	☐	☐	☐	☐	
Jul		☐	☐	☐	☐	☐	☐	☐	
Aug		☐	☐	☐	☐	☐	☐	☐	
Sep		☐	☐	☐	☐	☐	☐	☐	
Oct		☐	☐	☐	☐	☐	☐	☐	
Nov		☐	☐	☐	☐	☐	☐	☐	
Dec		☐	☐	☐	☐	☐	☐	☐	

The seven checks are AED Log's monthly AED inspection: Is the status indicator light green or flashing green? Is the AED chirping or beeping? Are the pads expired? Is the battery expired? Is the AED visibly damaged? Is the AED clear of debris and moisture? If there is an AED wall cabinet with an alarm, is the door alarm working? Skip the cabinet alarm if there's no alarmed cabinet.

Notes: failures, fixes and replacements

AED Monthly Inspection Log

Free template from aedlog.com/templates. Not legal advice: follow the manufacturer's instructions, your state's rules and your own procedures.



AED Inspection Tag

Year _____

MONTHLY

AED LOCATION _____

SERIAL NUMBER _____

PADS EXPIRE _____

BATTERY EXPIRES _____

EACH MONTH, CHECK

1. Is the status indicator light green or flashing green?
2. Is the AED chirping or beeping?
3. Are the pads expired?
4. Is the battery expired?
5. Is the AED visibly damaged?
6. Is the AED clear of debris and moisture?
7. If there is an AED wall cabinet with an alarm, is the door alarm working? (if applicable)

If any check fails: take the AED out of service, tell your AED coordinator and follow the manufacturer's instructions.

MONTH	DATE	INITIALS	ALL OK?
Jan			☐ Yes ☐ No
Feb			☐ Yes ☐ No
Mar			☐ Yes ☐ No
Apr			☐ Yes ☐ No
May			☐ Yes ☐ No
Jun			☐ Yes ☐ No
Jul			☐ Yes ☐ No
Aug			☐ Yes ☐ No
Sep			☐ Yes ☐ No
Oct			☐ Yes ☐ No
Nov			☐ Yes ☐ No
Dec			☐ Yes ☐ No

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AED Inspection Tag

Year _____

MONTHLY

AED LOCATION _____

SERIAL NUMBER _____

PADS EXPIRE _____

BATTERY EXPIRES _____

EACH MONTH, CHECK

1. Is the status indicator light green or flashing green?
2. Is the AED chirping or beeping?
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6. Is the AED clear of debris and moisture?
7. If there is an AED wall cabinet with an alarm, is the door alarm working? (if applicable)

If any check fails: take the AED out of service, tell your AED coordinator and follow the manufacturer's instructions.

MONTH	DATE	INITIALS	ALL OK?
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Feb			☐ Yes ☐ No
Mar			☐ Yes ☐ No
Apr			☐ Yes ☐ No
May			☐ Yes ☐ No
Jun			☐ Yes ☐ No
Jul			☐ Yes ☐ No
Aug			☐ Yes ☐ No
Sep			☐ Yes ☐ No
Oct			☐ Yes ☐ No
Nov			☐ Yes ☐ No
Dec			☐ Yes ☐ No

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