## Defibrillator Post-use Checklist

### Mediana HeartOn A15

<table>
<thead>
<tr>
<th>Mediana HeartOn A15 Serial Number:</th>
<th>Defibrillator Coordinator:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Defibrillator Location:</td>
<td></td>
</tr>
</tbody>
</table>

*Complete the checklist and forward to the Occupational Health Team for retention.*

Refer to *Mediana HeartOn A15 AED Operator’s Manual* pages 31-34 for detailed instructions. Contact the Occupational Health Team for assistance.

<table>
<thead>
<tr>
<th>Step</th>
<th>Instructions</th>
<th>Completed</th>
<th>Date</th>
</tr>
</thead>
</table>
| 1.   | Unit and accessories are free from damage, dirt and contamination  
      Clean and/or replace if necessary (refer to page 33) | ☐ YES | ......./....../....... |
| 2.   | Transfer data from the Event Review Software, if desired (refer to page 31) | ☐ YES | ......./....../....... |
| 3.   | New electrode pads are connected or replacement has been ordered* (refer to page 33)  
      New electrode pads have not passed expiration date | ☐ YES | ......./....../....... |
| 4.   | New battery is connected or a replacement has been ordered* (refer to pages 32-33)  
      Defibrillator has passed *Battery Insertion Self-test* (refer to pages 13, 15-19)  
      Battery has not passed expiration date  
      Battery Status Icon show fully charged status ( ][ ) | ☐ YES | ......./....../....... |
| 5.   | Power On Self Test (POST) conducted (refer to page 18)  
      Hold ON/OFF button down for at least 5 seconds to start a POST (manually initiated self-test). Upon successfully completing of the POST, the unit will sound the voice prompt “Unit ok” and the status indicator will change from ☒ to ☐.  
      Turn off the unit by closing the cover | ☐ YES | ......./....../....... |
| 6.   | Service Indicator shows unit is ready to use ( refer to page 9) | ☐ YES | ......./....../....... |

**Signature:** ................................................................. (Print name if different to Defibrillator Coordinator listed above)  

---

* Order replacement electrode pads immediately post use. While awaiting pad replacement, place ‘OUT OF ORDER’ signage on the defibrillator.

---

For the latest version of this document please go to: [http://www.monash.edu.au/ohs/](http://www.monash.edu.au/ohs/)