

Post-Use Procedure for the AED Coordinator

AED Responder Post-Use Procedure

The AED Coordinator will do the following after any AED Event:

- Notify TLTG (OnSite & FRx AED requires TLTG personnel to access data)
- Remove OnSite AED Battery until Data Recovery. **Ship AED to TLTG.**
- **FR2 & FR1 AED** - Remove used Flash data card and replace it with a spare. Label used Flash data card with and deliver it to TLTG overnight express.
(e.g. name, age, gender, medical history, date and time).
- Complete a Company Incident Report-forward copy to TLTG.
- Conduct employee incident debriefing, as needed.
- Restock any used electrode pads, pad cartridges, batteries, razors, mask or gloves. Inspect unused supplies for any damages or old expiration dates.
- Perform a Battery Insertion Test "BIT" test ***after Data Recovery.***
- Clean the ForeRunner/FR2+/OnSite/FRx AED if needed. Review User's Guide for list of appropriate cleaning agents.
- Refer to AED Owner's manual for any instructions regarding maintenance.