

Administrative Procedure 340 Appendix

UNEXPECTED HEALTH EMERGENCY MONTHLY INSPECTION CHECKLIST: AED & NALOXONE

Date of Inspection: _____

Inspector Name: _____

☒ AED Inspection

- **Battery Status:** Check battery indicator. Replace if expired or low.
- **Pads Condition:** Inspect for damage and check expiry date.
- **Self-Test Verification:** Confirm AED has performed automatic self-test or conduct manual test.
- **Physical Condition:** Ensure AED is clean, intact, and free of damage.
- **Visibility & Accessibility:** AED is clearly visible and easily accessible.

☒ Naloxone Kit Inspection

- **Contents Check:** Ensure kit includes all required components (e.g., naloxone ampoules/spray, gloves, instructions).
- **Expiry Dates:** Check expiration date on naloxone and other components.
- **Storage Conditions:** Confirm kit is stored in a cool, dry place.
- **Visibility & Accessibility:** Naloxone kit is clearly visible and easily accessible.

Expiry Tracking

Item	Expiry Date
AED Pads	_____
AED Battery	_____
Naloxone Kit	_____

Approved: October 7, 2025