

Hopton Castle Defibrillator check list

Monthly

Wear Disposable gloves

1. Remove round cover (breaking the security tab)
2. Check contents;
 - High viz jacket
 - Wind up torch
 - Defib
 - Defib carrier
 - Scissors
 - Mouth-shield
 - Razor
 - Sterile wipes
 - Sterile swab
 - Gloves
 - Instructions booklet
 - Spare pads
3. Check phone box internal light is working
4. Check battery inserted & has power – the status indicator should be green and read “Ready”
5. Check pads are connected & in date
6. Replace round cover & security tag
7. Dust down and sweep out box
8. Spray surfaces with sanitiser

Weekly

- Check security tag unbroken
- Check status indicator reads “Ready” and is green
- Dust down and sweep out box - spray and wipe surfaces with sanitiser

After any check report findings to Jon

Last updated 22/05/25