

Completed by the AED Owner?	Requirements under California SB 658:	Action AED Owners must complete:
Yes () No ()	Notify the local Emergency Medical Services (County of San Diego EMS) Agency of the existence, location and type of AED. Update this information with any changes	Register your device with PulsePoint AED: Register an AED
Yes () No ()	Maintain and test AED according to manufacturer's guidelines: <ul style="list-style-type: none"> - Test the AED at least every 90 days - Test, and replace components if needed after use or expiration 	Maintain a test/maintenance log Keep records for two years
Yes () No ()	Notify building tenants of the location of the AED unit	Create flyer, memo, email, etc. Must be completed and documented Annually
Yes () No ()	Post instructions on how to properly use the AED next to the device in at least 14-point font	Create poster, flyer etc. and post next to AED cabinet or keep attached to AED
Yes () No ()	Offer a demonstration on how to properly use an AED in an emergency	Complete and document annually
Yes () No ()	Encourage building tenants to voluntarily take CPR and AED training	Complete and document annually
Yes () No ()	*Public and Private K-12 schools must provide information on the school's emergency response plan, the proper use of an AED and sudden cardiac arrest to administrators and staff annually.	Complete and document annually