**EMS checks for maintenance nights**

- Check all PCR boards for PCRs and refusals/ restock if necessary
- Check BLS bags on all trucks (inventory sheets in seal binder relocated to EMS closet near seals)
- Check batteries in Lifepak 15 on 3462. Rotate if necessary.
- Check sterile water expiration dates in burn kits on 3462 and 3461
- Check backboards and head block sets in 3461 and 3462. Make sure there are enough head block sets for each backboard. Each head block set should have head blocks, a collar, 3 straps, and 3 inch tape. Collar needs to be stored as flat as possible!
- If ALS providers are available, check ALS bag in 3462
- Check Defib on 3412 to make sure it works. Check expiration date on pads and battery
- Check suction unit on 3462 to make sure it works and that it isn’t stored on the cord.
- Make sure EMS equipment on the trucks are in the correct places.
- Check gloves on 3462 and 3461, restock if necessary.
- Clean equipment if necessary.

**General Notes:**

______________________________________________________________
______________________________________________________________
______________________________________________________________
______________________________________________________________

**Date completed:** ____________________________

**Person(s) completing check:** _________________________

______________________________________

Completed sheet to be left in the Chief’s mailbox.