SECTION	Approval date:
Clinical Services	Approved by:
POLICY AND PROCEDURE	Effective date:
Medical and Lab Equipment Maintenance	Revision date:

POLICY:

Medical and Laboratory equipment used for patient care shall be properly maintained.

PROCEDURE:

II. MAINTENANCE OF MEDICAL EQUIPMENT

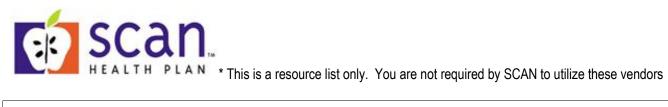
- A. Operating manuals for medical and lab equipment shall be maintained on site.
- B. Operating manuals will be the reference for planning routine maintenance schedules for equipment.
- C. If operating manuals are not available, an annual cycle for safety/calibration service shall be adopted.
- Documented proof of servicing shall be maintained on site and may be in the following form:
 - 1. A receipt listing all equipment serviced and date of service
 - 2. Stickers applied to equipment noting the date of service
 - 3. Work orders/receipts for repair of equipment
 - 4. A handwritten log with dates and results of calibration (such as for a Hemocue)

II. MALFUNCTIONING EQUIPMENT

- A. Staff shall inform provider/designee of any equipment found to be malfunctioning or out of service.
 - 1. Provider/designee will arrange for repair or replacement of malfunctioning equipment.
 - 2. Documented proof of repair will be maintained on site.

III. QUALIFIED PERSONNEL

A. Qualified staff assigned to operate equipment shall be trained on appropriate use and maintenance



FACILITY RESOURCE LIST			
CALIBRATION COMPANIES			
INSTRUMENT REPAIR NETWORK 6920 Knott Ave Ste E Buena Park CA 90621 (562)229-9778	SODEXHO HEALTH CARE SERVICES 3002 Dow Avenue # 110 Tustin, Ca 92780 (800) 559-4467		
QUEST DIAGNOSTICS, INC 8401 Fallbrook Avenue, West Hills, CA 91304 (800) 877-2515	STEVE MCMANUS MEDICAL SURGICAL, INC. 5061 Duncan Westminster, CA 92683 (877) 395-9567	REDMED 9330 Jersey Blvd. Rancho Cucamonga, CA 91730 (800) 733-6334	
MEDICAL EQUPIMENT CALIBRATION (310) 666-4922	MEDI CALL MEDICAL EQUIPMENT REPAIR 1470 Pomona Road, #F Corona, CA 92882 (951) 279-7731	DAYLIGHT MEDICAL (800) 956-5576	
BIOHAZARD WASTE HANDLERS			
TCI BURNING SERVICE OF SO. CALIF. 241 W. laurel Street Colton, CA 92324	ENSERV WEST, LLC 2462 Santa Fe Avenue Vista, CA 92084 (760) 727-6120	STERICYCLE Multiple Dispatch Centers throughout California (866) 783-7422	
MEDWASTE MANAGEMENT 11420 Alameda St. Ste 3 90262 Lynwood, CA 90262 (866)254-5105	MEDI-WASTE DISPOSAL 235 Deininger Circle Corona, CA 92880 (855) 449-6334		
MEDICAL SUPPLY COMPANIES			
MTS HEALTH SUPPLIES, INC 15870 EI Prado Rd Ste B, Chino, CA 91708 (951) 279-2289	MCKESSON www.mckesson.com/our-products (866) 625-2679		
MEDICAL PRODUCTS -HEALTHLINK 3611 Saint john Bluff Road South #1 Jacksonville, FLA 32224 (800) 638-2625	ADLIFE MEDICAL SUPPLY & EQUIP 11436 Artesia Blvd. #C Artesia, CA 90701 (562) 809-0281		
		AIRGAS www.airgas.com (866) 935-3370	