

POLICY MANUAL

Subject: Backup Plan for Medical Equipment

Effective Date: 6/15/97

Initiated By: Cinde Stewart Freeman
QI Coordinator

Approved By: William C. Anderson
Medical Director

Review Dates: 01/10 NC, 02/11 NC, 04/12 NC
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5/05 JL, 12/06 JH, 07/08 DT, 2/14 NC

POLICY:

The Chief Medical Officer and the Director of Nursing have determined that the following backup plans for medical equipment are to be implemented should the primary equipment fail.

PROCEDURE:

1. Glucometer—four glucometers are to be kept in the Nursing station at all times with each unit designated to an individual patient as need and one unit kept as a backup. The backup glucometer is kept in the Director of Nursing's office.
2. Alco-sensor—An Alco-sensor is kept in the Nursing station. It is used in conjunction with the nurses' assessment of the patient's clinical condition. Should the unit fail; nursing staff rely on the assessment of the patient's clinical condition. ***The patient's clinical condition is the primary data used for decision making in any case, with the Alco-sensor used as supporting data only.*** Upon failure of the device, staff is to notify the Director of Nursing, who would order repair or replacement from the manufacturer.
3. Automatic External Defibrillator—Should the AED fail, CPR would be initiated. The Director of Nursing is notified. The AED unit would then be checked and serviced by Survivalink Technical Support (1-888-466-8686).
4. Centrifuge—a centrifuge is kept in the laboratory. It is used to separate blood components. Should the unit fail, Labcorp is contacted immediately by the tech on duty for delivery of a new machine. The Director of Nursing is notified of the equipment failure.
5. Pulse Oximeter—a pulse oximeter is kept in the medication room. Should the unit fail, the nurse would use assessment skills to determine hypoxemia. The equipment failure would be immediately reported to the shift supervisor and the Director of Nursing in order to schedule repairs.
6. The Director of Nursing is responsible for the following:
 - a) Maintaining a list of manufacturers' names, telephone numbers, and addresses for the purposes of repair and/or replacement of equipment;
 - b) Initiating and managing the process of repair and/or replacement of equipment as needed;
 - c) Maintaining records regarding repair and/or replacement on each unit in use.