POLICY FOR NON-PATIENT CARE EQUIPMENT

Purpose: To identify non-patient care equipment that may pose an electric hazard during intended use and to specify inspection requirement.

Policy: The following items are identified as non-patient care equipment that requires inspection.

A. Patient beds - Patient beds are to be inspected prior to initial use and annually thereafter by the SER Shop. Tests are to include leakage currents, ground resistance, continuity of circuit, and test of all bed functions to include safety limits. In addition to annual checks, the complete safety check is to be performed when any bed is brought in for repair. Documentation of all inspections is to be maintained.

B. Housekeeping equipment - All electrically operated housekeeping equipment is inspected before use by the Environmental Services Department. Records of inspection are maintained. Electrical safety checks to include continuity of ground circuit and polarity of wiring are performed by the Apparatus Shop when any item is brought in for repair. Documentation of all inspections is maintained via work tickets initiating repair.

C. Kitchen equipment - All electrically operated dietary equipment is to be routinely inspected according to the Preventive Maintenance Program. Maintenance procedures for preventive maintenance are to include inspection and test of ground circuit and conductors. Documentation of inspections is maintained via P.M. work tickets.

D. Power tools - All Plant Services power tools are to be inspected according to the safety program. Any damaged tools are to be inspected for electrical safety at time of repair. Documentation of inspection is maintained via work tickets initiating repair.

E. Office equipment - All electrically operated office equipment shall be assessed by the owning department for safety issues and inspected by VUMC operations staff as appropriate. Documentation of repair is maintained via work tickets initiated for repair.

References: None