

# THE UNIVERSITY OF TOLEDO MEDICAL CENTER STERILE PROCESSING DEPARTMENT PROCEDURE

**SUBJECT: Medical Equipment Inspection**

**PROCEDURE NO: SP1-3**

## **PROCEDURE STATEMENT**

The Sterile Processing Personnel working in the decontamination area will identify any medical equipment needing repair and /or electrical safety check while cleaning the equipment.

## **PURPOSE OF PROCEDURE**

To assist the Biomedical Engineering Department in keeping patient care equipment preventive maintenance on schedule to provide safe clean equipment for patient care.

## **PROCEDURE**

SP staff will place the cleaned equipment labeled “out of order” and/or due for Preventive Maintenance on the designated cart beside the computer in decontamination. Biomed will come to SP daily and pick up equipment needing attention.

When Biomed is finished with the equipment they will return it to SP decontamination, where it will be re-cleaned and packaged for distribution.

Medical equipment inspection records and reports are maintained by and kept in the Biomedical Engineering Department.

Reviewed/Revised:

1991	1992	1993	1996
2002	2005	2007	2010
2014	8/2018	12/2019	