


<b>Name of Policy:</b> <u>Equipment Breakdown</u> <b>Policy Number:</b> 3364-118-08 <b>Department:</b> End Stage Renal Disease Program/ Hemodialysis (Nursing Service) <b>Approving Officer:</b> Chief Nursing Officer (CNO) <b>Responsible Agent:</b> Nursing Director, Hemodialysis Unit <b>Scope:</b> The University of Toledo Medical Center	  Effective Date: 10/1/2023  Initial Effective Date: September, 1981				
<table> <tr> <td><input type="checkbox"/> New policy proposal</td> <td><input checked="" type="checkbox"/> Minor/technical revision of existing policy</td> </tr> <tr> <td><input type="checkbox"/> Major revision of existing policy</td> <td><input type="checkbox"/> Reaffirmation of existing policy</td> </tr> </table>		<input type="checkbox"/> New policy proposal	<input checked="" type="checkbox"/> Minor/technical revision of existing policy	<input type="checkbox"/> Major revision of existing policy	<input type="checkbox"/> Reaffirmation of existing policy
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### (A) Policy Statement

Breakdown of equipment should be handled by a specific department or company to correct the problem.

### (B) Purpose of Policy

To correct breakdown or dysfunction of equipment used in the unit.

### (C) Procedure

1. Biomedical Equipment - Dialysis machines, cardiac monitors, thermometer, Phoenix meter, reverse osmosis units, Crit Lines, Doppler, Aqua C UNO H reverse osmosis system.
  - a. Biomedical Engineering Services to be notified. They can be contacted at extension 4899 during the daytime working hours, Monday through Friday. After hours contact the on-call technician through the hospital operators (after authorization of night supervisor).
  - b. A Machine Problem Tag is to be filled out by the hemodialysis nurse with the date, description of problem, and when Bio-Med is notified. Bio-Med will report when the repair is made. This tag should be placed on the equipment in need of repair. After repair, the tag is filed in the Biomed Dept.
  - c. The Machine Problem Tag is to be attached to equipment which indicates it is not to be used until evaluated by a Bio-Med technician and determined to be appropriate for use.
2. Other electrical equipment
  - a. If equipment is routinely obtained from Central Service, return equipment to Central Service with a tag that it is malfunctioning.
  - b. Notify the Maintenance Department for any other electrical (or nonelectrical) equipment that needs to be checked or repaired.
3. Dialysis staff is not to attempt repairs.
4. In the event of a dialysis machine malfunction that requires immediate repair, the treatment will be terminated, and the patient moved to another machine. No Hemodialysis treatment is continued while a machine is under repair.

<p><b>Approved by:</b></p>  <div style="display: flex; justify-content: space-between; border-top: 1px solid black; margin-top: 10px;"> <span>/s/</span> <span>Date</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div style="width: 45%;"> Kurt Kless, MSN, MBA, RN, NE-BC  Chief Nursing Officer </div> <div style="width: 45%;"></div> </div>          <div style="font-size: small; margin-top: 20px;"> Review: Policy &amp; Standard Committee, 8/11, 11/17, 9/2020,  10/2023  Revision Completed By: Tana Cepek, Lead RN, Hemodialysis  Unit </div>	<p><b>Review/Revision Date:</b></p> <div style="font-size: small;"> 1983                      7/05  1984                      11/06  1985                      6/07  1986                      1/23/08  1987                      2/10  1988                      8/11  1989                      11/14  1990                      11/17  6/91                        9/2020  7/92                        10/2023  11/93  9/97  10/98  2/00  7/02  7/03 </div>          <div style="border-top: 1px solid black; height: 40px; margin-top: 10px;"></div> <p style="margin-top: 5px;"><b>Next Review Date: 10/2026</b></p>
<p><b>Policies Superseded by This Policy:</b></p>          	

*It is the responsibility of the reader to verify with the responsible agent that this is the most current version of the policy.*