Name of Policy: **Equipment Breakdown** **Policy Number**: 3364-118-08 **Approving Officer**: Chief Executive Officer Chief Nursing Officer **Responsible Agent**: Nursing Director Hemodialysis Unit **Scope**: The University of Toledo Medical Center	UTOLEDO HEALTH **Effective date:** October 2026 **Original effective date**: September 1981
Key words:	

	New policy proposal		Minor/technical revision of existing policy
	Major revision of existing policy	X	Reaffirmation of existing policy

(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 bio-med department.

(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 non-electrical) 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.

Approved by:

/s/
Daniel Barbee, MBA, BSN, RN, FACHE
Chief Executive Officer

Date

/s/
Kurt Kless, MSN, MBA, RN, NE-BC
Chief Nursing Officer

Date

Review/Revision Completed by:
Tana Cepek, Lead RN Hemodialysis Unit

Policies Superseded by this Policy:

- *None*

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Review/Revision Date:

1983	November 1993
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