

- FMS.25.2** There is a written biomedical equipment plan that covers the following:
- FMS.25.2.1** A comprehensive inventory of medical equipment with their corresponding locations.
 - FMS.25.2.2** Preventive maintenance program that conforms with the manufacturer's instructions.
 - FMS.25.2.3** The program specifies, for each equipment, the frequency of checks, methods of checks, acceptance criteria, and actions to be taken in the event of unsatisfactory results.
 - FMS.25.2.4** The program includes the process for investigation and follow-up of equipment failure that addresses reporting of failure, immediate remedial actions, assessment of the failure effect on reported results and services (needs alignment), and requalification of the equipment.
 - FMS.25.2.5** Electrical safety testing for patient related equipment.
 - FMS.25.2.6** History record for the maintenance schedule, failure incidence, and repairs done.
- FMS.25.3** Technical service manuals for all equipment are available at the biomedical workshops.
- FMS.25.4** Operator manuals are available at all departments using the equipment.
- FMS.25.5** The hospital ensures that all maintenance works are conducted by qualified and trained staff.
- FMS.25.6** Equipment maintenance and repairs are documented to help in the decision making for replacement.
- FMS.25.7** Investigation procedures conform to manufacturer's instructions.
- FMS.25.8** There is an equipment recall system that is implemented.
- FMS.25.9** Each department has a back-up or alternative for each critical equipment to cover for prolonged downtime.
- FMS.25.10** Preventative Maintenance data are used for upgrading/replacing of equipment.

FMS.26 The hospital has policies and procedures that support the medical equipment management program.

- FMS.26.1** There is a policy to perform inspection on all new equipment for conformity before commissioning including those brought for "demos".
- FMS.26.2** There is a written policy for tagging medical equipment as follows:
- FMS.26.2.1** Preventive maintenance with testing date and due date.
 - FMS.26.2.2** Inventory number.
 - FMS.26.2.3** Removal from service.
 - FMS.26.2.4** Electrical safety check.
- FMS.26.3** There is a policy for removal of equipment from service.
- FMS.26.4** There is a policy to address agent or contractor repairs.
- FMS.26.5** There is a policy to eliminate the use of extension cords.
- FMS.26.6** There is a policy to restrict the use of cellular phones in the intensive care units, operating room, and cardiology units, as needed.

FMS.27 Hospital staff are trained on safe operation of medical equipment.

- FMS.27.1** Hospital staff are trained to operate safely all medical equipment.
- FMS.27.2** The training includes physicians, nurses, and paramedics.
- FMS.27.3** The training considers the following:
- FMS.27.3.1** New equipment.
 - FMS.27.3.2** Staff transferred from a department to another.