

- 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.