

Policy Title: 'Third Party' Equipment Maintenance and Service	
Section: Quality Management	Reference No. SG 080
Effective: June 1999	Revision: December 2017

1. SCOPE

Breast Screening Quality Assurance Support Group
Chief Breast Screening Program Radiologists
Chief Breast Screening Program Technologists
Radiology Managers

2. POLICY

To ensure responsibility and accountability for equipment maintenance and service outcomes, and expenses.

'Third party' constitutes service provided by personnel not on contract or employed by the equipment vendor.

3. PROCEDURE

To ensure appropriate insurance coverage, BC Cancer Breast Screening centre equipment maintenance and service (including tube replacement), will ordinarily be provided by the applicable vendor's service staff.

Prior to using 'third party' service, screening centre management must provide the Screening Operations Director with written documentation, clearly stating that either the vendor, 'third party' service company or screening centre management will take responsibility for any costs incurred due to service error or other service costs disputed by the vendor because service was performed by 'third party' service staff.

If 'third party' service is used without the above-mentioned documentation provided to the Screening Operations Director, the screening centre management will be responsible for any costs incurred due to service error or other service costs disputed by the vendor because service was performed by 'third party' service staff.

4. RELATED POLICIES

5. RESPONSIBLE PARTY

Screening Operations Director