

RANCHO LOS AMIGOS NATIONAL REHABILITATION CENTER		
Facilities Management		
POLICY AND PROCEDURES		
SUBJECT:	PURPOSE OF FACILITIES MANAGEMENT DEPARTMENT	Policy No.: 101
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PURPOSE:

The purpose of the Facilities Management Department is to ensure that all building facilities and utilities are maintained in proper working order to meet all applicable codes. Facilities Management provides technical knowledge and expertise to prevent hazardous conditions, unscheduled interruptions of utilities, and to ensure environmental safety of patients, visitors and personnel.

RESPONSIBILITIES

Facilities Management is responsible for the proper operation, installation and maintenance of the following utility systems:

- Gas
- Electronic
- Oxygen
- Steam/Hot water
- Domestic water
- Fire sprinklers
- Electric
- Medical
- Vacuum
- Chilled water
- Sewage
- Condensate
- Equipment-patient and non-patient

The Facilities Management Department:

- Oversees the Biomedical program, which is responsible for maintaining all patient care equipment.
- Maintains the fleet of vehicles used for hospital operations which includes automobiles, trucks and transportation van.
- Is responsible for the pick-up and removal of all solid, chemical and bio-hazardous waste.
- The Planning Office maintains all facilities plans and is responsible for developing implementing plans, programs and processes that promote a safe, controlled and comfortable environment of care in accordance with Joint Commission standards.

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