

*VALLEYCARE*  
**OLIVE VIEW-UCLA MEDICAL CENTER/HEALTH CENTERS**  
**DEPARTMENT: FACILITIES**  
**POLICY & PROCEDURE**

**NUMBER: 629**  
**VERSION: 1**

**SUBJECT/TITLE:**     **SUCTION MACHINES**

**POLICY:**             Service every six (6) months.

**PURPOSE:**

**DEPARTMENTS:**   **FACILITIES**

**DEFINITIONS:**

**PROCEDURE:**

1. Clean unit as needed. Wear gloves, mask, goggles, and gown whenever repair warrants such protection.
2. Visually check the physical condition of the power cord and plug, and report the deficiencies to electrician.
3. Check the mechanical integrity of all controls and switches.
4. Inspect the condition of tubing, hoses, and couplings, bottles, and filters. Examine for signs of dirt, damage, and/or deterioration. Check seating of rubber stoppers.
5. Change filters where applicable. Lubricate motor and pump, check oil level in cups where applicable.
6. Check the condition and accuracy of vacuum gauges where applicable.
7. Check operation of overflow protection device, where applicable.
8. Test maximum vacuum and rate of vacuum rise where applicable.

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References:	
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