



Rancho Los Amigos National Rehabilitation Center

DEPARTMENT OF NURSING

SPECIAL PROCEDURE

POLICY AND PROCEDURE

SUBJECT: ELECTRICAL SAFETY IN SPECIAL PROCEDURES

Policy No.: SPL09

Supersedes: ALL

Reviewed Date: 12/2015

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Purpose of Procedure: To describe the methods used to provide a safe electrical environment for patients and members of the Special Procedure Lab.

Physician's Order Required: No

Performed By: Biomedical and Facilities Management Department, all members of the Special Procedures Laboratory.

Policy Statements:

1. All electrical equipment will be inspected for proper operation on a quarterly basis.
KEY POINT: Records are maintained in Biomedical Department. Discrepancies will be reported to the Nurse Manager.
2. Routine inspections of the electrical system, room ground systems, floors and furniture are performed by the Biomedical Services.
KEY POINT: Records of these inspections are maintained in the Biomedical Department.
3. Special Procedure personnel are responsible for understanding the proper operation of all equipment prior to its use.
KEY POINT: Instruction manuals are available and in service will be provided for new equipment.
4. All equipment is to be turned off and immediately disconnected from the patient if any irregularity of performance is noted and taken out of service.
KEY POINT: Patient safety must be the first consideration during the use of electrical equipment.
5. Use of ungrounded electrical or electronic equipment is prohibited.
KEY POINT: All equipment must be inspected by Biomedical Department prior to the first use in the Special Procedures Laboratory.
6. All loose, frayed or broken plugs or receptacles must be reported and not used.
KEY POINT: These items are not to be used until they are repaired.
7. Devices will be removed from service if the following occur:
 - a. It has been dropped or shows signs of physical damage.
 - b. Liquids have been spilled into or on it.
 - c. Anyone has received a shock in connection with its use.
 - d. There is evidence of overheating by smell or touch.
 - e. Any visible wire or power cord is frayed, worn, burned or has damaged insulation.
 - f. Any plug is broken, bent or loose.
 - g. Cable connector does not hold securely.

- h. Switches are loose and do not snap easily from one position to another.
- i. Switches, knobs or other controls do not consistently produce expected results when operative
- j. Any event suggests to the user that a device is not operating normally.

KEY POINT: Nurse Manager/Charge Nurse will be notified to contact Biomedical Department for repairs. The defective item will have a red “DEFECTIVE” tag placed on it that describes the problem. No equipment will be put back into service until it has been checked/repared by Biomedical Department.

Reviewed by: Ma Theresa Herrero, RN

References:

RLANRC 2012 Safety Manual

SGNA Manual of Gastrointestinal Procedures 6th Edition

07/97 – Reviewed

04/99 – Reviewed

12/03 – Reviewed

02/07 - Reviewed

02/10 – Reviewed

11/12 – Reviewed

12/15 - Revised