

# LAC+USC MEDICAL CENTER

## DEPARTMENT OF NURSING SERVICES POLICY

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Subject:		Original Issue Date: 08/91	Policy # <b>601</b>
<b>ELECTRICAL SAFETY AND PREVENTIVE MAINTENANCE ACTIVITIES</b>		Supersedes: 03/19	Effective Date: 07/21
Departments Consulted: Clinical Engineering Department	Reviewed & Approved by: Professional Practice Committee Nurse Executive Council Attending Staff Association Executive Committee	Approved by:  (signature on file) Nancy Blake Chief Nursing Officer	

### PURPOSE

To explain the electrical and preventative maintenance precautions and general rules for electrical safety that shall be observed by nursing staff.

### POLICY

There are safety precautions and general rules established to avoid potential electrical hazards and to keep patients and employees safe.

### PROCEDURE

Nursing shall avoid potential electrical hazards by adhering to the following general rules:

- Place all electrical cords in non-hazardous positions
- If several pieces of electrical equipment are being used for a single patient, plug the cords into the same wall outlet, if possible
- Extension cords may be used only in an emergency
  - Use only extension cords that have been approved by Facilities Management
  - Extension cords are **strictly prohibited** wherever inhalation anesthesia is used, regardless of whether the location is classified as a non-flammable location
- Handle electrical equipment with dry hands
- Unplug electrical equipment before cleaning with a damp or wet cloth
- Turn off electrical equipment before unplugging from outlet. Gently grip plug and pull to remove from outlet; DO NOT pull or "yank" cord
- In the event of a power failure unit staff shall utilize battery back-up power where appropriate to maintain life-sustaining measures.
- Nursing staff will be familiar with the equipment that has battery back-up power.

**Nursing shall report the following to Facilities Management:**

- Malfunctioning or damaged electrical equipment
- Frayed, loose, or defective electrical cords

Subject:

**ELECTRICAL SAFETY AND PREVENTIVE MAINTENANCE ACTIVITIES**

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- Electrical equipment with missing or outdated safety stickers

**DO NOT:**

- Use malfunctioning electrical equipment
- Use equipment with frayed, loose, or defective electrical cords
- Plug non-patient care appliances into emergency power outlets (red receptacles)
- Use adapters to create multiple outlets or equipment with 2-prong plugs
- Step on or roll equipment over electrical cords
- Touch the patient, the bed, or anything connected to the patient or bed, during defibrillation
- Place liquids on electrical equipment
- Overload electrical circuits

**PREVENTIVE MAINTENANCE**

The Facilities Management at the Medical Center test and maintain patient care equipment to ensure compliance with codes and standards.

Facilities Management and contract maintenance companies shall check all electrical or battery-operated equipment's/appliances brought to the LAC+USC component site prior to use.

**SERVICE AND REPAIR**

For services and repair of defibrillations, infusion pumps, patient monitors, and other electronic medical devices call Clinical Engineering department at (323)409-5053 and have the following information available:

- Equipment location
- Area phone number
- Caller's name
- Biomedical equipment control number of devices
- Description of the problem

**SAFETY INSPECTION STICKERS**

The Facilities Management department does safety checks as required and affixes a safety sticker to all patient care electrical and biomedical equipment. The sticker indicates when the equipment is next due to be tested.

At the Medical Center, nursing shall use only equipment that has a safety sticker affixed. Nursing shall notify Facilities Management or facility coordinator of missing or outdated safety stickers.

Documentation records for electrical and biomedical equipment are maintained in the division of Facilities Management at the Medical Center.

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**REFERENCE**

LAC + USC Medical Center Policy # 601 & # 604

**REVISION DATES**

1992, 1993, 1995, 1996, 1997, 05/98, 08/03, 04/05, 1/07, 1/14, 03/19, 07/21