

LOS ANGELES GENERAL MEDICAL CENTER POLICY

Subject: GASES FOR MEDICAL USE	Original Issue Date: 11/1/94	Policy # 611
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Policy Owner(s): Admin, Facilities Management Executive Sponsor(s): Chief Operations Officer		
Departments Consulted: Facilities Management Nursing Services Laboratory and Pathology Environment of Care Subcommittee	Reviewed & approved by: Attending Staff Association Executive Committee Senior Executive Officer	Approved by: Chief Operations Officer
		Chief Executive Officer

PURPOSE

To provide availability of medical gases for patient care.

POLICY

Facilities Management shall maintain gases for medical use at Los Angeles General Medical Center component sites.

PROCEDURE

- Facilities Management shall order, receive, store, inventory, and keep records of all medical gases in bulk and cylinders.
- Facilities Management shall deliver medical gases to wards and other user areas in a safe and timely manner.
- Medical gases will be administered by qualified patient care providers only.
- Preventive maintenance will occur as required by regulatory agencies.
- Major valves and emergency shut-off controls shall be tagged.
- Installation or repairs shall be performed according to code.

CYLINDER CONNECTIONS

1. Make certain that apparatus and cylinder valve connections and cylinder wrenches are free of foreign materials.
2. Turn the cylinder valve outlet away from personnel following these safety procedures:
 - Stand to the side — not in front and not in back.

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- Before connecting the apparatus to the cylinder valve, momentarily open the cylinder valve to eliminate dust.
3. Make connection of the apparatus to the cylinder valve and tighten the connection nut securely with a wrench.
 4. Release the low-pressure adjustment screw of the pressure reducing regulator completely.
 5. Slowly open cylinder valve to the full-open position.
 6. Slowly turn in the low-pressure adjustment screw on the pressure reducing regulator until the proper working pressure is obtained.
 7. Open the valve to the utilization apparatus.

MEDICAL GAS SHUT-OFF PROCEDURES

1. Only attending staff, residents, registered nurses, and respiratory care practitioners may shut off or authorize other employees to shut off oxygen ward/clinic/zone shutoff valves.
2. If it is necessary to shut off oxygen, ensure that all oxygen dependent patients have alternative means of life support. If oxygen is shut off at the zone/ward/clinic valve, all patients in that zone/ward/clinic will be removed from oxygen.
3. Oxygen should only be shut off at the zone/ward/clinic valve when:
 - A fire is being fed by oxygen and is becoming larger.
 - The oxygen cannot be shut off at the bedside without endangerment of life.
4. To shut off the oxygen zone/ward/clinic valve:
 - Note the label above or inside the valve box which identifies the rooms that are controlled by that valve.
 - Remove the cover over the valve box. Verify the correct valve to be secured.
 - For those with flat handle valves, grasp handle and rotate $\frac{1}{4}$ turn; for those with round handle valves, turn handle clockwise until it stops.
5. Call Facilities Management to turn the valve on again. Be sure to identify which valves were turned off.

RESPONSIBILITY

Administration
Facilities Management

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Attending Staff
Residents
Laboratory and Pathology
Nursing Services
Respiratory Care Practitioners

PROCEDURE DOCUMENTATION

Facilities Management Policy and Procedure Manual
Laboratory and Pathology Policy and Procedure Manuals
Nursing Services

REFERENCE

Title 22, California Code of Regulations, Chapter 1, Article 8, Section 70849
NFPA 99, 2012; Chapter 11.6.3.1

REVISION DATES

December 16, 1994; February 11, 1999; April 9, 2002; April 27, 2004; January 1, 2008;
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