

RANCHO LOS AMIGOS NATIONAL REHABILITATION CENTER		
Facilities Management		
POLICY AND PROCEDURES		
SUBJECT:	STEAMFITTING AND REFRIGERATION SHOP POLICY	Policy No.: 307
Revised:	February 2018	Page 1 of: 2
	Reviewed: April, 2011	

POLICY

The Steam and refrigeration Shop is responsible for maintaining, servicing and repairing refrigeration and air conditioning systems and equipment that:

- Provide tempered, filtered and humidified air circulation to patient and non-patient areas.
- Furnish refrigeration for bulk food storage, blood and bone banks, laboratory cryogenic cabinets, morgue equipment and comfort cooling for patient and non-patient areas.

This shop is comprised of two sections:

- Refrigeration
- Steamfitting

Responsibilities

The Steam and Refrigeration Shop Supervisor reports to the Assistant Director of the Facilities Management Department.

The work force of this shop is comprised of:

- Steam/Refrigeration Supervisor
- Refrigeration Mechanics
- Steamfitters
- Pipe Trade Helpers

The shop conducts:

- Monthly safety meetings.
- Inspections pertaining to refrigeration, air conditioning, steamfitting and insulation trades.

RESPONSIBILITIES

The Steam Shop is responsible for:

- Designing, ordering and installing complete air conditioning systems and controls (electric, electronic and pneumatic) for the operation of these systems.
- Modifying and maintaining existing air conditioning systems
- Changing all filters as indicated by pressure differential, visual evidence of dirt, and/or by manufacturer’s recommendations as listed in technical manual in the shop.
- Recording and maintaining a daily record of all filter changes on medical center grounds
- Maintaining and/or repairing fume hoods, exhaust fans.

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- Balancing air distributing systems, pumps and all equipment related to the refrigeration and air conditioning field.
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- Conducting annual inspections of all fume hoods.

The Steamfitting Shop is responsible for maintaining, servicing and making necessary alterations to:

- High and low pressure chilled water piping steam distribution lines
- Condensate return systems
- Utility compressed air systems relating to sterilizers
- Food preparation
- Comfort heating
- Humidification
- Water heating