

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

**NUMBER: 579**  
**VERSION: 1**

**SUBJECT/TITLE: SECURITY ALARM SYSTEM**

**POLICY:** Each security alarm system will be checked for proper operation on all functions every three (3) months.

**PURPOSE:**

- PROCEDURE:**
1. Operational test each detection device.
  2. Function test all sounding devices and light indicators.
  3. Check for proper operation on main control panel.
  4. Check for AC and battery operation.

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**DEFINITIONS:**

References:	
Approved by: Robert Ross (Director, Facilities)	Date: 08/12/2009
Review Date: <b>07/12/2015</b>	Revision Date:
Distribution: Facilities	
Original Date: 08/12/2009	