

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

NUMBER: 625
VERSION: 1

SUBJECT/TITLE: EXAMINATION TABLE

POLICY: Service every six (6) months.

PURPOSE:

DEPARTMENTS: FACILITIES

DEFINITIONS:

PROCEDURE:

1. Clean unit as needed. Wear gloves, mask, goggles, and gown whenever repair warrants such protection.
2. Visually check condition of power cord and plug where applicable and report deficiencies to electrician.
3. Visually inspect mechanical integrity of accessories, levers, and handles. Check for loose or missing parts.
4. Clean and check all bearing surfaces for excessive wear. Lubricate as necessary.
5. Check motor, if applicable, and lubricate as necessary.
6. Check condition of hydraulic system.
7. Check condition of upholstery.

POLICY: Service every twelve months.

PROCEDURE: 1. Check hydraulic fluid where required following manufacturer’s procedure.

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