

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

NUMBER: 686
VERSION: 1

SUBJECT/TITLE: PREVENTIVE MAINTENANCE

POLICY: Facilities Division will maintain a preventive maintenance schedule and documentation on patient related and nonpatient related equipment.

Facilities Division will follow the recommendations of the American Hospital Association Manual on maintenance management for health care facilities pertaining to frequency of preventive maintenance for patient related equipment.

Without the safety committee’s written approval, the time interval for preventive maintenance of patient related equipment shall not exceed twelve months.

The frequency of preventive maintenance for mechanical equipment is to be based on: manufacturer’s recommendations, outside agency requirements, or equipment history. It can vary from weekly to annually.

Most nonpatient related miscellaneous equipment (such as computers, typewriters, calculators, and office equipment) shall require annual preventive maintenance.

PURPOSE: Division’s policies on preventive maintenance frequency.

DEPARTMENTS: FACILITIES

DEFINITIONS:

PROCEDURE:

References:	
Approved by: Robert Ross (Director, Facilities)	Date: 08/12/2009
Review Date: 07/16/2015	Revision Date:
Distribution: Facilities	
Original Date: 08/12/2009	