

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

**NUMBER: 750**  
**VERSION: 1**

**SUBJECT/TITLE:** UTILITY MANAGEMENT PROGRAM

**POLICY:** All utility systems and equipment installed at Olive View – UCLA Medical Center is listed in and controlled by the Facilities Division Preventative Maintenance program.

**PURPOSE:**

**DEPARTMENTS:** FACILITIES

**DEFINITIONS:**

- PROCEDURE:**
1. Each utility system and related equipment is maintained and serviced by the Facilities Division on a periodic basis, which is controlled and scheduled the Facilities Preventative Maintenance program.
  2. All utility systems and environmental building equipment is monitored and controlled on a 24 hour basis by the Building Environmental Automation System (BEAS). This includes all fire and life safety systems, all emergency systems, all building services, all temperatures and humidity of critical care areas and vertical transport systems.
  3. An ongoing equipment history file is kept containing repairs, breakdowns, and routine service. This file is reviewed and evaluated continually.

**INFORMATION:** The Facilities Division is responsible for all utility systems and equipment installed at Olive View – UCLA Medical Center. A current, accurate, and unique inventory is kept on all utility systems and related equipment, which include maintenance requirements and equipment incident history, building piping system, electrical distribution systems.

**SUBJECT/TITLE: UTILITY MANAGEMENT PROGRAM**

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References:	
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