

Maintenance, Cleaning, and Safety Precautions – June 2017

This core competency is not intended to be all-inclusive and may require modification to meet facility requirements. This document is intended to serve as a template and be modified to meet individual employer needs.

OBJECTIVE: To maintain a safe environment for patients and employees and demonstrate knowledge of procedures for safe use, cleaning and maintenance of equipment utilized during sleep study evaluations. Equipment may include electrodes, sensors, acquisition equipment, positive airway pressure (PAP) equipment, ancillary equipment, beds, and other equipment used during sleep study acquisition.

OUTCOME ASSESSMENT: Outcome is determined by assessment of the frequency of replacement of reusable electrodes, sensors and equipment, if applicable in the sleep center. The following competency evaluation tool provides an objective assessment of the performance level of the sleep technologist, technician and trainee.

INSTRUCTIONS: The evaluator assesses the employee in the performance of the competency, indicating either a **(Yes)** the employee is competent or a **(No)** the employee is not competent with the process. Competency is met when the employee performs the competency according to accepted standards and guidelines. For every **(No)** response, a corrective action plan should be outlined, discussed with the employee with a timeline for retesting, and documented in the comments section.

NAME _____ DATE _____

EVALUATOR _____

**Comments: A correction plan and time line for retesting must be outlined for each (No) documented.*

Maintenance, Cleaning, and Safety Precautions	Yes	No	*Correction Plan/ Retesting Date
Equipment Maintenance			
Maintain a log of equipment maintenance checks; documents equipment replacement according to center policy			
Implement facility specific policies for identifying and reporting defective equipment			
Demonstrate appropriate application and removal techniques for electrodes and sensors			
Demonstrate appropriate storage techniques for electrodes, sensors and equipment			
Perform routine inspections of electrodes, sensors and equipment for frayed or broken wires			
Cleaning Reusable Equipment			
Maintain separation of clean and soiled sensors and electrodes			
Clean and disinfect electrodes and sensors according to manufacturer’s specifications, state and local health policies, and Occupational Safety and Health Administration (OSHA) guidelines and according to facility infection control guidelines			
Clean and disinfect interface devices (e.g. CPAP mask) according to manufacturer’s specifications and according to facility infection control guidelines			
Utilize equipment specific disinfection or sterilization techniques			
Verify all equipment and sensors have been cleaned according to facility specific infection control policies before being applied to the patient			
Assure that linens are changed and room is cleaned and disinfected between patients and mattresses are disinfected between patients			

Maintenance, Cleaning, and Safety Precautions	Yes	No	*Correction Plan/ Retesting Date
Single Use Disposables			
Demonstrate appropriate use of and proper disposal of single use disposable sensors, electrodes and interfaces			
Patient/Employee Safety			
Demonstrate appropriate use of standard precautions, personal protective equipment, and proper hand washing techniques according to facility infection control guidelines			
Demonstrate knowledge of appropriate use, disposal, and storage of hazardous materials and chemicals; sharps and contaminated items			
Demonstrate ability to utilize Material Safety Data Sheets (MSDS)			
Demonstrate awareness of latex sensitivity			
Demonstrate familiarity with Occupational Safety and Health Administration (OSHA) requirements for workplace safety			