

## **Maintenance, Cleaning, and Safety Precautions – Updated July 2012**

**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 polysomnographic evaluations. Equipment includes electrodes, sensors, acquisition equipment, positive airway pressure (PAP) equipment, ancillary equipment, beds, and other equipment used during polysomnography.

**OUTCOME ASSESSMENT:** Outcome is determined by assessment of the frequency of replacement of reusable electrodes, sensors and equipment. The following competency evaluation tool provides an objective assessment of the performance level of the polysomnographic technologist, polysomnographic technician and polysomnographic 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)** a plan for correction should be outlined with a timeline for retesting. The correction plan and timeline must be documented in the comments section.

NAME \_\_\_\_\_ DATE \_\_\_\_\_

EVALUATOR \_\_\_\_\_

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

<b>Maintenance, Cleaning, and Safety Precautions</b>	<b>Yes</b>	<b>No</b>	<b>*Correction Plan/ Retesting Date</b>
<b>Equipment Maintenance</b>			
Maintain a log of equipment maintenance checks; documents equipment replacement			
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			
<b>Cleaning Reusable Equipment</b>			
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			
Clean and disinfect interface devices (e.g. CPAP mask) according to manufacturer's specifications			
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			
<b>Single Use Disposables</b>			
Demonstrate appropriate use of and proper disposal of single use disposable sensors, electrodes and interfaces			
<b>Patient/Employee Safety</b>			
Demonstrate appropriate use of standard precautions, personal protective equipment, and proper hand washing techniques			

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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			