

Out of Hospital Care Provider Policy

Title: Emergency Medical Services Equipment Tracking, Cleaning, Storage and Return

Effective Date: February 1, 1995

POLICY:

Patients routinely arrive in the emergency department with equipment (e.g., backboards, splints, MAST, cervical collars, other immobilization devices) that belongs to prehospital care agencies and/or other institutions. Occasionally, this equipment cannot be returned immediately to the prehospital care providers because it must remain with the patient, and/or it must be properly cleaned. This policy addresses the tracking, cleaning, return and storage of this equipment.

PROCEDURE:

Emergency medical services equipment removed from a patient will remain in the room/area where it is removed. Staff responsible for that department will request housekeeping staff clean the equipment. All cervical collars and other disposable equipment will be properly disposed of; and any non-disposable equipment that cannot be thoroughly cleaned (e.g., fabric and other porous materials) will be placed in a single clear bag.

A tag (Attachment A) with date and time cleaned, and the last name of the housekeeper will be placed on the cleaned equipment (or on the clear bag) by the housekeeper that cleaned the equipment. The housekeeper will then inform that departmental staff that the equipment is clean.

The Emergency Department charge nurse will then be notified by the departmental staff to pick up the equipment. The charge nurse or designee will place this equipment in the EMS equipment storage room and log-in same. No contaminated equipment will be placed in this room unless properly bagged.

The Emergency Department staff will document on the nursing care record all EMS equipment transported with a patient to any area outside of the Emergency Department (e.g., Operating Room Suite, Intensive Care Unit, Radiology Department, Inpatient Room, etc.). This will allow for tracking of equipment.

Attachment A

HOUSEKEEPING AMBULANCE EQUIPMENT CLEANING

Ambulance equipment has
been cleaned with LPH by: