

 <b>University Health™</b>	<b>Policy #:4.3</b>
<b>SUBJECT: Daily Check For Emergency Equipment</b>	<b>Written: 1/09 Reviewed:10/16</b>
<b>APPROVED BY: Director of Radiology</b>	<b>Page 1 of 2</b>

### Daily Check For Emergency Equipment

Date \_\_\_\_\_

Blood Pressure Monitor	Stethoscope	Oxygen Cannula and Mask	Emergency Drug Box
Functioning Yes___ No___	Intact Yes___ No___	Intact Yes___ No___	Lock #_____

Signature\_\_\_\_\_ Comments\_\_\_\_\_

Date \_\_\_\_\_

Blood Pressure Monitor	Stethoscope	Oxygen Cannula and Mask	Emergency Drug Box
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### Daily Check for Emergency Equipment

**Purpose:** To establish guidelines requiring staff to verify daily that all emergency equipment is available and functioning properly.

#### Policy:

1. Checklist for emergency equipment will be completed daily to verify the availability and functionality of equipment. Staff must include date, signature and any relevant comments daily.
2. The emergency drug box contains a drug bag with medication used to treat an immediate IV contrast reaction. The box will be checked daily and verified by listing the lock number on the log sheet. Documentation will be maintained in a logbook at each designated location.
3. Once used, the opened drug bag will be returned to the pharmacy along with the name and medical record number of the patient to whom the drugs were administered. The pharmacy will issue a replacement bag of drugs.
4. Expired drug bag will be returned to pharmacy by the Radiology staff for replacement.