

**CCEMS  
OPERATIONS POLICY 100-43  
CALIBRATION CHECKS AND EQUIPMENT TESTING**

**I. PURPOSE**

- 1.1 To provide a consistent procedure for equipment calibration and testing.
- 1.2 To provide a standard form to be used for equipment calibrations and testing at all stations.
- 1.3 To provide a standard for calibrating glucometers in correlation with the manufacturer's suggested timeframes and situations.
- 1.4 To provide a standard for regularly testing equipment at all CCEMS stations.

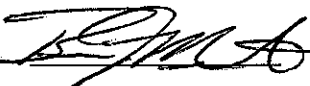
**II. POLICY**

- 1.2 Employees will perform monthly calibration testing on glucometers using the appropriate control solutions, monthly testing on MAST trousers and detailed inspection of additional equipment, as outlined in Attachment A of this policy.
- 1.3 Daily testing will be performed on Life Pak 12s, Doppler devices, Alaris infusion pumps, portable suction units, on-board suction devices, pulse oximeters, RAD 57's laryngoscope handles and blades, and all other mechanical and battery operated devices, as outlined in SOP 100-24.
- 1.4 Equipment checks and testing will take priority over all other tasks and be correlated with daily truck checks.
- 1.5 All on duty personnel are expected to participate in daily vehicle and equipment checks at their respective bases.
- 1.6 Completed daily checks and monthly checks will be recorded on the proper forms and forwarded to the Director.
- 1.7 Problems or deficiencies identified during the equipment checks will be corrected if possible, documented and forwarded to the Director.
- 1.8 All employee's are authorized and expected to take equipment out of service in the event a serious safety issue is identified. This information will also be documented and forwarded to the Director.

**III. PROCEDURE**

- 1.9 All CCEMS employees will perform daily checks on mechanical and battery operated equipment. Employees will record findings on the truck check sheets.
- 1.10 Calibrations on station glucometers shall be performed in a standard and organized manner.

- 1.10.1 The manufacturer suggests that calibrations be completed monthly when changing vials of test strips, if suspect that results are not accurate or the unit has been exposed to fluids other than blood.
- 1.10.2 Use only the corresponding manufacturer's solution to test the glucometers. The vials of testing solution should be discarded after 90 days from opening.
- 1.10.3 Insert a corresponding manufacturer's test strip into the unit and the meter will power on.
- 1.10.4 Shake the control solution bottle and discard the first drop of solution.
- 1.10.5 Dispense a second drop onto a clean surface and bring the tip of the test strip to the control solution sample.
- 1.10.6 When solution is applied, the visual fill window turns blue and the unit will beep once to alarm that enough solution has been absorbed to perform testing.
- 1.10.7 The results will appear on the display screen and one beep should be heard. The word control will also appear on the display screen.
- 1.10.8 Compare your results to the range printed on the test strip vial label. The results should be comparable and within range limits. If not, the unit should be immediately taken out of service and reported to administration.
- 1.11 Monthly testing on all MAST trousers should be performed and recorded on the appropriate form enclosed in the storage case.
  - 1.11.1 Pediatric and Adult trousers should be inspected monthly for defects and reported appropriately.
  - 1.11.2 Inflate MAST trousers to maximum capacity or until cracking of Velcro presents.
  - 1.11.3 Leave each set inflated for at least 30 minutes, then reassess firmness and check for areas of leakage.
  - 1.11.4 Trousers that pass inspection are recorded so, and malfunctioning units are to be removed from service until repaired.

Director: 

Effective: 1-13-2009

Reviewed: \_\_\_\_\_