
	Centrifuge Maintenance CCL-008	Dept: 324318	Critical Care Labs
		Effective Date:	May 1987
		Revised Date:	Feb 2019
		Contact:	Ann Shoffner
Name & Title: Gregory Pomper, MD CLIA Laboratory Director		Date:	2/25/19
Signature: 			

- 1) **General Procedure Statement:** Centrifuges are maintained to insure optimal centrifuge performance.
 - a. **Principle:** Centrifuges are cleaned and checked for cracks/wear by Critical Care Lab personnel. Centrifuge RPM's and Timers are verified bi-annually by WFBMC Laboratory Biomedical Engineering team. Service and repairs are performed by WFBMC Laboratory Biomedical Engineering team.
 - b. **Responsible Department/Party/Parties:**
 - i. Procedure owner: Ann Shoffner
 - ii. Procedure: Critical Care Lab (CCL) Staff
 - iii. Supervision: Ann Shoffner
 - iv. Implementation: Ann Shoffner and Critical Care Lab (CCL) Staff and the WFBMC Laboratory Biomedical Engineering team
- 2) **Procedure:**
 - A. **Maintenance:**
 1. **Daily:** Wipe centrifuge bowl and outer surfaces with appropriate disinfectant cleaner.
 2. **Monthly:** Inspect the centrifuge bowl and carriers, if applicable, for cracks or uneven wear. Report any flaws to the lab manager and the WFBMC Laboratory Biomedical team.
 3. **Bi-annually:** The WFBMC Laboratory Biomedical Engineering team checks the centrifuge RPM's and Timers. PM reports are sent via email to the lab manager who reviews the reports and places them in the respective CCL Maintenance Manual. Maintenance records are also retained by the WFBMC Laboratory Biomedical Engineering team and are available upon request via email.
 4. **Annually:** A Platelet Poor Plasma study is performed annually on centrifuges used to process Coag samples. Confirmation of platelet poor plasma is also performed whenever centrifuge performance is in doubt, upon return from repair or before a new centrifuge is placed into use. A platelet count is performed on the whole blood sample before the blue top tube is spun and then on the plasma from that same sample after the blue top tube is spun in the centrifuge to be tested. See Section C of CCL-026 Coag Sample Specimen Processing for detailed procedure and documentation instructions.
- 3) **Related Procedures:**
 - CCL-026 Coag Sample Specimen Processing
 - Department of Pathology – Laboratory Equipment Maintenance Policy
- 4) **Attachments:** none
- 5) **References:** none

6) Related CAP Standards: COM.30600

7) Related Forms:

- CCL-F075 Platelet Poor Plasma Log found under G:\Lab_Shared\Houska_Shoffner\QA Plt Poor Plasma Log.xlsx.
- CCL-F028 ICU Temp and General Maintenance Log found in the Current Year Maintenance, QC and Patient Log Notebook
- CCL-F029 OR Temperature and General found in the Current Year Maintenance, QC and Patient Log Notebook

8) Review/Revision/Implementation:

- Review Cycle: All procedures must be reviewed at least every 2 years.
- Office of Record: Department of Pathology, Critical Care Laboratory

9) Previous Revision Date(s): 8/91, 3/93, 1/94, 3/99, 4/01, 5/03, 3/11, 3/15, 2/17

10) Revised/Reviewed Dates and Signatures:

Reviewed/Revision Date: _____

Signature: _____

Reviewed/Revision Date: _____

Signature: _____

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