
	Eyewash Maintenance CCL-022	Dept: 324318	Critical Care Labs
		Effective Date:	Sept 1991
		Revised Date:	Feb 2019
		Contact:	Ann Shoffner
Name & Title: Gregory Pomper, MD		Date:	2/25/19
CLIA Laboratory Director			
Signature: 			

1) General Procedure Statement:

- a. **Purpose:** To provide Critical Care Lab staff with guidelines for the maintenance of the eyewash stations found in the Critical Care Laboratories.
- b. **Principle:** Eyewash stations in the Critical Care Laboratories are checked to ensure that the stations are functioning properly. The Medical Center Engineering Department conducts monthly inspections of the ICU and OR laboratory eyewash stations. They repair and clean the devices when needed.
- c. **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

2) Procedure:

A. Frequency: Weekly by 1st shift CCL staff in both the ICU and OR Blood Gas Labs.

B. OR Lab:

1. Remove the eyewash caps.
2. Activate the eyewash device and let it run for 3 minutes to flush out the system.
3. Wipe out the eyewash bowl.
4. Document task completion by recording your initials on the respective OR Lab Temp and General Maintenance Log found in the current year Maintenance, QC and Patient Logs Notebook. Records are kept for 3 years.

C. ICU Lab:

1. Open the eyewash cap.
2. Activate the eyewash device and run for 3 minutes to flush out the system.
3. Document task completion by recording your initials on the respective ICU Lab Temp and General Maintenance Log found in the current year Maintenance, QC and Patient Logs Notebook. Records are kept for 3 years.

D. Troubleshooting: If the eyewash station fails to operate properly, notify the Hospital Engineering Department by calling the Service Response Center. Also notify Lab Management by telephone or email. Problems and unscheduled maintenance should be documented in the troubleshooting section of the respective Temp and General Maintenance Log.

3) Related Procedures:

WFBMC EH&S policy - Safety Check of Eyewash Stations and Safety Showers.

4) **Attachments:** none

5) **Related Forms:**

CCL-F028 ICU Temp and General Maintenance Log found in the current year Maintenance, QC and Patient Logs Notebook

CCL-F029 OR Temperature and General Maintenance Log found in the current year Maintenance, QC and Patient Logs Notebook

6) **References:** none

7) **Related CAP Standards:** GEN.77400

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):** 4/03, 3/11, 6/14, 2/17

10) **Revised/Reviewed Dates and Signatures:**

Reviewed/Revision Date: _____

Signature: _____

Reviewed/Revision Date: _____

Signature: _____

Reviewed/Revision Date: _____

Signature: _____