

**Emergency Health Services – Medical First Responder
Provincial Policy**



Division	EHS Medical First Responder Program		
Policy Title	Medica Equipment Management and Maintenance		
Policy Number	MFR010.01	Retired Number	SS010.01
Effective Date	Approval Date	Last Review	Approved By
March 2013	March 2020	May 2023	J. Walker, MFR Manager

1.0 Intent:

The purpose of preventative maintenance is to ensure the pertinent warranty is maintained and equipment is in the best possible state for use. Poor maintenance of medical devices can have a negative effect on patient care or responder safety. Preventative maintenance checks will help mitigate adverse impacts. This policy applies to any EHS employee or EHS MFR agency member.

2.0 Policy Statement:

- 2.1 Any medical equipment must meet or exceed the original equipment manufacturers (OEM) recommended service and maintenance intervals.
- 2.2 Preventative maintenance will be completed only by a certified technician.
- 2.3 EHS MFR Agencies must report any malfunctions or irregularities of medical devices directly to the EHS MFR Coordinator for immediate resolution or replacement of device.

3.0 Definitions: N/A

4.0 Equipment: N/A

5.0 Procedures:

- 5.1 EHS MFR supplied medical devices should be stored in a dry, warm area.
- 5.2 The EHS medical device should routinely be checked for damage or excessive wear. All instances of damage or excessive wear shall be reported to the EHS MFR Coordinator for review.
- 5.3 Medical devices should be turned on monthly and allowed to cycle through device internal quality checks. Any devices failing internal checks are to be immediately reported the EHS MFR Coordinator via email, phone, or through the EHSMFR.ca website at: www.EHSMFR.ca "Report of Damaged or Medical Device Malfunction Form."
- 5.4 All EHS MFR medical devices that have been reported with a internal failure, damage, or excessive wear by the EHS MFR Coordinator shall have the replaced and the damaged or malfunctioning devices serviced by a certified technician.

7.0 Related Policies:

8.0 Policy History:

8.1 Updated May 2023 for current web ordering process and formatting changes.

9.0 References: N/A

10.0 Appendices: N/A