

**LSUHSC – Shreveport
Radiation Oncology
Proc. 19.12.3**

**ELECTRICAL OUTAGE – EMERGENCY REMOVAL OF PATIENT FROM
TREATMENT COUCH**

Policy:

To assure the Department of Radiation Oncology has a functioning coordinated process to handle electrical power outage and to provide detailed procedures for removing patient from treatment couch.

Procedure:

Department of Radiation Oncology will notify physical plant of any unscheduled outage during regular working hours. If physical plant can determine the length of outage, the situation will be evaluated to determine the necessity of immediate removal of patient from table. After hours, Radiation Oncology will contact the switch board operator who will then contact physical plant of any unscheduled power outage. Physical plant will call department staff with estimated time of outage. Staff will take appropriate action for assuring patient's safety.

1. Inform and assure patient on their safety. Have a staff member stay in the treatment room with patient while other staff member is contacting appropriate persons.
2. Notify Physical Plant regarding outage
3. Physical plant will determine the approximate length of outage.
4. Notify Manager, Physicist or Physician of power outage.
5. Staff will follow the emergency guidelines listed below standardized by equipment vendor, Elekta's Patient Support Assembly – operator manual.
6. If the PSA fails to lower on command, strictly follow this procedure. Keep all parts of the body away from the movable parts of the Patient Support Assembly (PSA).
7. Do not disturb the position of the PSA and carry out the following steps:
 - a. Using the hand pendant, attempt to lift the PSA slightly. If it moves in the UP position, attempt to lower it again.

- b. If the PSA does not move in Step 1 above, check the circuit breaker and motor field fuses on the auxiliary power distribution panel. Reset any circuit breakers that may have tripped, and replace any blown field fused. Try again to operate the PSA using the hand pendant.
- c. If the PSA does not lower after completing Step 2, verify that the lateral and longitudinal control knobs are in the ON position, that the couch top is locked in position to prevent rotation, and that the turntable position lock is set. Summon help if necessary and remove the patient from the PSA and the treatment room.
- d. Summon maintenance personnel to service the PSA mechanism. Always have maintenance personnel verify that the PSA is operating properly before resuming patient treatment. Never treat a patient if the PSA is not operating properly.

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