

Daily Check For Emergency Equipment

Date _____

Blood Pressure Monitor	Stethoscope	Oxygen Cannula and Mask	Emergency Drug Box
Functioning Yes___ No___	Intact Yes___ No___	Intact Yes___ No___	Lock #_____

Signature _____ Comments _____

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Purpose: To establish guidelines requiring staff to verify daily that all emergency equipment is available and functioning properly.

Policy:

1. Checklist for emergency equipment will be completed daily to verify the availability and functionality of equipment. Staff must include date, signature and any relevant comments daily.
2. The emergency drug box contains a drug bag with medication used to treat an immediate IV contrast reaction. The box will be checked daily and verified by listing the lock number on the log sheet. Documentation will be maintained in a logbook at each designated location.
3. Once used, the opened drug bag will be returned to the pharmacy along with the name and medical record number of the patient to whom the drugs were administered. The pharmacy will issue a replacement bag of drugs.
4. Expired drug bag will be returned to pharmacy by the Radiology staff for replacement.
5. Anaphylactic Kits shall be kept in a locked area at all times when not in use. A Variance Report shall be completed after any unauthorized entry into the kit or when routine supplies are missing.
6. Pharmacy shall be responsible for maintaining emergency drugs in the radiologic procedure areas for treatment of immediate IV contrast reaction.

Procedure: Pharmacy will provide a sealed bag containing medications as determined by a faculty radiologist and the director of pharmacy to be stored in designated procedure areas. The expiration date of the contents will be listed on the container and inspected daily by department of radiology personnel. Inspection and replacement of used/outdated contents will be accomplished per department of radiology procedure 4.14.1.

Request for change in Anaphylactic Kit contents, shall be reviewed by the Pharmacy and Therapeutics Committee.

Reviewed: 08/01/09
Updated: 03/09
Written: 01/09