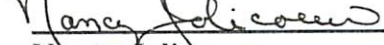


**Milford Regional Physician Group, Inc.**

**Effective Date:** 2/1/2018  
**Distribution:** All Urgent Care Facilities

**Manual:** Urgent Care

**Originating Dept.** Operations  
**Committee:** Director of Operations

**Signature:**   
Nancy Jolicœur

**Senior Management:** Urgent Care Physician  
Director

**Signature:**   
Michael Connors, MD

Medical Director

**Signature:**   
Elizabeth Siraco, MD

☒ **New**

☐ **Supersedes:** Equipment (Medical) Management  
Plan

2/1/2018

2016

(Policy Name)

(Effective  
Date)

(Origination  
Date)

**Subject:** Equipment (medical) management plan.

**Purpose:** It is the purpose of this policy to ensure proper maintenance of all biomedical/clinical equipment used by Milford Regional Physician Group, Inc.'s Urgent Care facilities.

**Policy:** It is the policy of Milford Regional Physician Group, Inc.'s Urgent Care facilities to maintain a service agreement with an outside biomedical/clinical engineering provider.

**Procedure:**

- A. An outside biomedical/clinical engineering provider will provide services to include annual electrical safety inspection and performance verification for medical equipment. The frequency of this inspection and verification service will be consistent with applicable manufacturers' equipment standards and also with state or federal law and regulations where applicable.
- B. The outside biomedical/clinical engineering provider will provide each Milford Regional Physician Group, Inc.'s Urgent Care offices with a list of medical equipment with electrical safety checks and performance verification.
- C. All new equipment will be inventoried and inspected prior to use and will be added to the list of equipment inspected annually by the biomedical company. In the event that any piece of equipment fails, it will not be approved for use.
- D. All medical equipment will be evaluated in the event of its failure, repair, recall, or any incident in which injury occurred as a result of its use.
- E. The Practice Administrator will be responsible to annually evaluate Milford Regional Physician Group Inc.'s Urgent Care medical equipment management plan, including an evaluation of the plan's purpose, scope, success, and effectiveness (see attachments). This evaluation will be reviewed by leadership in an Operations Meeting.
- F. In the event of any incident of equipment malfunction that possibly causes or contributed to serious injury or death, the above service provider will provide assistance as requested by Milford Regional Physician Group, Inc.'s Urgent Care facilities to notify the manufacturer and the US Food and Drug Administration (or other appropriate federal or state agencies'). This equipment will be removed from service. It will also be tagged and retained for investigation and follow-up according to policy.