I. **PURPOSE**
   To assure that all persons using medical equipment have been educated on proper procedure and safety issues of the equipment.

II. **SCOPE**
   All persons using medical equipment.

III. **POLICY**
   Staff Development will oversee educational opportunities for all new and current employees about the functioning of medical equipment.

IV. **PROCEDURE**
   A. New employees receive an orientation to medical equipment during their orientation program in staff development.
   B. All nurses participate in medical equipment review programs as scheduled by staff development. These programs include, but are not limited to, the review of oxygen and related equipment, breath alcohol meter, blood glucose meter, biohazard management equipment, and triage equipment.
   C. Medical equipment for emergency situations (AED and manual resuscitator) is included in CPR training sessions.
   D. All ‘Code Blue’ incidents are reviewed by NE/QM committee. Any problems related to equipment will be addressed in the medical equipment programs.
   E. Records of training will be maintained in Nursing Administration and on training records maintained by Staff Development.
   F. Inservice programs may be conducted in any or all of the following ways as determined by Staff Development:
      A. Video presentation
      B. Vendor presentation
      C. Printed information
      D. Demonstration
      E. Return demonstration
      F. Intranet presentation
      G. Peoplesoft presentation