

Facilities Management

Introduction

The maintenance/engineering department plans and implements corrective and preventive maintenance, renovation and construction, repair of structures, equipment, and utilities at the Naval Medical Center.

The department plans for protection of employees and patients during construction and/or renovation activities. The department provides environmental support for regulated medical waste management and the following infection control procedures:

- Installs and maintains soap dispensers/sinks throughout the facility to facilitate hand washing.
- Maintains the air handling systems for control of airborne spread agents.
- Provides for checks on water and backup equipment for natural disasters, such as; equipment to supply potable water, fluid waste removal, and steam for sterilizers.
- Provides rodent and pest control at least once a month and treat as necessary. Will keep written documentation of the findings.
- Provides special exhaust systems for control of noxious fumes and infectious agents.

Employee Health.

- All personnel will be free of communicable diseases before coming in contact with patients.
- Personnel will follow “Universal/Standard Precautions” in the event of potential exposure to blood and body fluids.
- In the even of inadvertent exposure to patients with a communicable disease, exposure to contaminated equipment, or an occupational injury (i.e., needlestick or sharps injury), the employee will report this immediately to their supervisor and will be referred to Occupational Health for treatment and follow-up.

In-service Education.

All personnel will participate in in-service education and will be trained in mandatory OSHA blood borne pathogen requirements.

General Policies.

- Equipment can become contaminated with blood, secretions, excretions, and or drainage with potential for employee or patient colonization or infection. Clean and decontaminate equipment with hospital detergent/germicide before and after maintenance or repair.
- Personnel will wear personal protective equipment (i.e., gloves, goggles, coveralls) when in potentially hazardous areas. Wear protective gloves when handling equipment that could inflict cuts or punctures or when contamination is suspected.
- Personnel will wear appropriate attire when entering controlled areas (i.e. Operating Room).
- Limit tools taken into controlled areas, such as the surgical suite. Assure that tools are clean and free of dust before entering area.

Maintenance and Repair of Existing Structures.

- Damaged structural surfaces, such as counter tops, sinks, floors or tiles, will be replaced as soon as possible.
- Wet ceiling tiles will be replaced as soon as possible. Water leaks on wall board, acoustical ceiling tiles, or insulation, may initiate growth of ubiquitous fungal spores.

Maintenance and Repair of Heating, Ventilation, & HVAC Systems.

- There will be scheduled, routine maintenance of the ventilation system.
- Critical elements of the system will be monitored, such as: temperature, relative humidity, air changes per hour, air exhaust, and recirculation.
- Regular cleaning/decontamination of air intakes, exhaust/return vents, ducts, and cooling towers are scheduled.
- Employees will wear a mask during filter changes.

Maintenance and Repair of Plumbing Supply and Drainage Systems.

- Regular preventive maintenance of the plumbing, such as: laboratory & sink fixtures, water supply system, drainage pipes, floor drains, and flushing devices will be scheduled.
- Faucet aerators will be removed or cleaned regularly.
- Personal protective equipment (PPE), such as masks, goggles, gloves, and coveralls will be provided for personnel working with sewer lines or toilet facilities.
- Equipment used in patient care areas will be maintained in clean condition. Gross soil will be rinsed from tools and then washed with detergent/disinfectant and stored dry.

Maintenance and Repair of Refrigerators and Freezers.

Done as needed.

Maintenance and Repair of Vacuum Systems.

- Routine maintenance is scheduled on a regular schedule.
- Exhaust vents are to be at a sufficient distance from air and gas intakes.
- Hands are to be washed before and after manipulating vacuum controls.
- When oxygen systems are opened for maintenance or repair, a contract lab is called in to test for solia particulate, purity, hydrocaibon, moisture, haloginated compounds, and carbon monoxide.
- Gloves and/or protective equipment are to be worn if body secretions or blood exposure is a potential.

Maintenance and Repair of Waste Processing Systems (including Dumpsters & Compactors).

- Waste processing systems are maintained in a way to avoid leakage or reduce it to a manageable level.
- Personnel will be instructed in the proper operation of equipment.
- Contaminated waste will not be compacted.
- Protective attire will be utilized and available for personnel having contact with waste. Attire, such as; heavy gloves, goggles, coveralls, etc.

Maintenance and Repair of Laminar Flow Systems/Hoods and Biological Hoods.

- Performed by Medical Repair or contracted out to the manufacturer.

- Provide routine certification of biologic and chemical safety airflow calibrations.
- Exhaust from chemical hoods will be routed away from intake vents.
- Flow rates and air exchanges will be monitored and documented.
- Regular preventive maintenance including, but not limited to air intakes, filters, and blowers.

Maintenance and Repair of Icemakers.

- Repairs all defective icemakers promptly.
- Icemakers are drained and flushed with sodium hypochlorite (bleach 1:10) solution by the air condition shop personnel when cultures are positive.

Provides and Maintains Backup Service for Natural Disasters.

- Will provide an alternate supply of potable water.
- Will supply non-potable water for the disposal of liquid wastes.
- Will coordinate an alternate means of handwashing.
- Will maintain emergency generators which operate critical systems/equipment.

Construction/Renovation Activities in the Facility.

- Will reduce patient and personnel exposure to debris by erecting barriers to contain dust/debris within the construction area. Patients will be removed from the area if possible.
- Will maintain ventilation system by increasing filter changes or changing filters to a higher efficiency rating.
- Provide for advance notification of water supply interruptions by scheduling at low activity time periods.
- Will provide/obtain supply of water for patient care, cleaning, decontaminating, and drinking and food preparation.
- Will schedule interruptions of heating and air-conditioning during periods of low patient activity.
- Private contractors will be required to conform to regulations as outlined in this policy.

Maintenance of Computerized Tube System.

- Refer to NAVMEDCENPTSVAINST 11301.1 for full system use information.
- In the event of a spill, systems control will initiate system shutdown as soon as notified.
- Decontamination steps will be followed in accordance with NAVMEDCENPTSVAINST 11301.1.