

**SUNY DOWNSTATE MEDICAL CENTER
UNIVERSITY HOSPITAL OF BROOKLYN
POLICY AND PROCEDURE**

No: X-RAY-17

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**Subject: SCREEN CLEANING AND CASSETTE
Maintenance.**

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Original Issue Date: 9/2008

Supersedes: 9/201

Effective Date: 2/2015

T.J.C. Standards: EC. 02.04.01. The hospital
manages medical equipment risks
EP.5 &10

Related Policies No. RAD-6

Issued by: Radiology Department

I. PURPOSE

To ensure good quality radiographs by avoidance of artifacts resulting from unclean or damaged screens and/or cassettes.

II. DEFINITION

III. POLICY

The Radiology Department will perform routine evaluation of the cleanliness and integrity
Of all cassettes containing a removable screen mechanism.

IV. RESPONSIBILITIES

Qualified Staff Technologist

V. PROCEDURES/ GUIDELINES

- Cassette inspection and cleaning will be done semi-annually.
- The date and cassette Identifier will be noted in the cassette maintenance log book
- Screens will be cleaned with "screen doc" cleaner By the supervisor or designated staff member.
- Visual examination of the screens, latches and hinges shall be done on a daily basis .
- Cassettes showing any type of damage will be removed from service.

X-RAY 17 SCREEN CLEANING AND CASSETTE MAINTAINANCE

- Cassette holders coming in contact with a patient's body will be cleaned using a bleach wipe.
- All cassettes will be cleaned at the beginning of each shift using a sani-wipe.

VI. ATTACHMENTS

None

VII. REASON FOR REVISION

Review

VIII. REFERENCES

- *Joint Commission Standards*
- *UHB Policy RAD-6 Radiology Patient Safety*

Date Reviewed	Revision Required (Check One)		Responsible Staff Name and Title
9/2008	(Yes)		Charles Carbone, Assoc. Dir. Radiology
6/2010	Yes	(No)	Charles Carbone, Assoc. Dir. Radiology
9/2013	Yes	(No)	Charles Carbone, Assoc. Dir. Radiology
2/2015	(Yes)	No	Charles Carbone, Assoc. Dir. Radiology