

HACKETTSTOWN REGIONAL MEDICAL CENTER
Administrative Policy and Procedure

SECTION: MATERIALS MANAGEMENT

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TITLE: ISOLATION CABINET

PURPOSE:

To define the process for delivery, pick-up, cleaning and restocking of Isolation Cabinets.

POLICY:

Isolation Cabinets are provided for the safety of the staff and visitors. The Cabinets hang on the outside of a patient room door. Items in the Cabinet are to be used each time staff or visitors enter the patient room according to type of Isolation.

PROCEDURE:

Transporters shall clean the outside and bring empty Isolations Cabinets down to the Stockroom. During hours, dirty cabinets shall be placed on a chair in the back of the stockroom. After hours, the dirty cabinets shall be left on a wheelchair outside the stockroom main door for cleaning the inside and re-stocking on the next business day.

The Stockroom will fill the Cabinet and clean the inside, if necessary. All Isolation Cabinets contain the following items: Disposable gowns, N95 particulate filter respirator masks, surgical masks, TempDOTS, goggles/eye protection, disposable stethoscope, disposable blood pressure cuff, tourniquets and needle holders, red biohazard bags, and Ambu-bags. Sphygmometers will be provided by each nursing unit. Cleaned cabinets shall be hung on the back wall.

Transporters shall sign out the stocked Cabinets from the Stockroom and bring them to the patient room. Transporter shall note the Cabinet number, the date signed out, Transporter initials, and the location/room number for which the cabinet is intended. Upon its return to the Stockroom the Transporter or Stockroom shall note the date and their initials.

The Stockroom will note the date the Cabinet is cleaned and restocked along with their initials.