

Section: Division of Nursing

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**PROCEDURE**  
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HACKETTSTOWN REGIONAL MEDICAL CENTER

**MONITOR TECH'S MANUAL**  
(Scope)

**TITLE: TELEMETRY TRANSMITTER UNIT CONTROL PROCEDURE**

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**PURPOSE:** To outline the nursing steps for issuing of telemetry units.

**SUPPORTIVE DATA** The object is to prevent loss of telemetry units. A count is done at 1900 with previous Telemetry Tech and recorded and initialed by both techs.

**EQUIPMENT LIST:**

1. Telemetry Transmitter Unit
2. Central Station
3. Telemetry count sheet

**CONTENT: PROCEDURE STEPS**

1. 1900 telemetry count
  - a. Number of telemetry units on monitor
  - b. Disposition of any unit at Bio-Med or for cleaning in CSR
  - c. Total number of telemetry units
2. Telemetry transmitter units in central services or Bio-Med will be written on the dry erase board in the telemetry room. Written information should include date, telemetry number and location. When telemetry is returned, information will be erased.
3. When Telemetry monitoring is discontinued, the telemetry transmitter unit must be returned to the telemetry technician. The patient will not be taken out of the central station until the telemetry unit has been returned to the telemetry tech.
4. If a Telemetry unit must be used immediately for another patient. It must be returned to the Telemetry Room cleaned and re-assigned to new patient.
5. When a telemetry unit is removed from a patient who had been on isolation the following procedure is completed:
  - a. The telemetry unit is placed in a plastic bag
  - b. Then placed in the dirty utility room for Central Supply to pick up.
  - c. The tele #, date and disposition (central) is written on the dry erase board.
  - d. Central will return tele unit to the telemetry room when cleaned.
  - e. Erase information from the dry erase board.

MONTH \_\_\_\_\_

DATE	MONITOR	AVAIL.	BIO-MED	CENTRAL	TOTAL	0700 INITIALS 1900
1						/
2						/
3						/
4						/
5						/
6						/
7						/
8						/
9						/
10						/
11						/
12						/
13						/
14						/
15						/
16						/
17						/
18						/
19						/
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21						/
22						/
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24						/
25						/
26						/
27						/
28						/
29						/
30						/
31						/

To be counted by both MT's at 1900.  
 There are 40 total telemetry boxes.  
 Monitor Tech Initials verify that all 40 boxes are accounted for.