

Preston Area Ambulance Maintenance Policy

After Run Maintenance: The End of Run Checklist and Maintenance log will be completed to report issues with equipment at the conclusion of each call. This includes but is not limited to:

- Emergency and work area lighting
- Supplies re-stock as necessary
- Defibrulators
- Oxygen equipment-The main oxygen tank valve will be turned to the off position to ensure that the oxygen doesn't leak out between runs. Oxygen tanks will be replaced when the tank pressure falls below 500lbs or sooner, no exceptions
- Check expiration dates of medications
- Clean up debris and loose supplies
- Sweep patient area and mop if necessary
- Counter tops will be wiped down with antiseptic sprays and wipes
- Hose down the exterior of the ambulance to remove salt, sand, snow and mud
- Wipe with antiseptic and remake cot

*****Essential maintenance problems or anything that might affect the safe operation of an ambulance will be immediately reported to the Director and/or Maintenance Officer. Non-essential or non-safety related maintenance issues will be noted in the log for the Maintenance Officer.*****

Weekly Maintenance: The maintenance officer will conduct weekly maintenance checks to assess the status of the supplies and inspect defibrulators and review maintenance logs for necessary maintenance.

Monthly Maintenance: All interior and exterior lighting will be checked for expired bulbs and fuses. Tires will be checked for wear to ensure that they are not in need of replacement or realignment. Washer and oil levels will be checked. The fuel filter/water separator will be checked and drained.

Six month Maintenance: Check power steering fluid levels and lubricate all hinges, latches, and outside locks. Check cooling system fluid levels and fluid cooling strength. Check safety warning lamps (brake, ABS, air bag) and battery connections and performance.

Scheduled Maintenance: Oil changes will be conducted every 3,000 miles or every three months whichever comes first. Transmission service will be conducted every 25,000 miles. All other scheduled maintenance will be conducted in accordance with the owner's manual for the respective vehicle.