

Resuscitation equipment checks

Standard operating procedure (SOP) | HOS-SOP-015

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Title	Resuscitation equipment checks
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Prepared by	{{roles.quality_lead.name}}, Quality lead
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Effective date	{{document.effective_date}}
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Replaces	None (new document)
Standards and criteria supported	System S1 (Hospital), criterion S1.21
Evidence basis	E-006, E-009
Status of this document	Recommended best-practice model. A hospital may adopt, adapt or replace it with an equivalent that meets the same criteria.

At a glance: what to do

1. Check the resuscitation trolley or bag at the start of every shift.
2. Check every item on the list, including the defibrillator.
3. Replace any missing or faulty item at once.
4. Check that life support certification is current.

Stop and get help straight away if: a resuscitation trolley is missing a key item and no replacement is found.

1. Purpose

To make sure resuscitation equipment is ready at every moment (S1.21).

2. Scope

Applies to	Clinical and support staff in the hospital
Locations	All wards, clinics and departments of {{facility.legal_name}}
When	Whenever the activity described is carried out
Does not apply to	Activities covered by another document listed in section 15

3. Definitions and abbreviations

Term	Meaning in this SOP
Clinical lead	The doctor or nurse in charge of the area at the time

4. Background and rationale

When a patient stops breathing, minutes matter. Equipment that is missing or broken, or staff without current life-support training, cost lives.

5. Responsibilities

Role	Duties in this SOP	Competence needed
Nurse in charge	Checks the trolley each shift and signs	Trained
Biomedical engineer	Tests the defibrillator and monitors	Biomedical

6. Equipment, materials and resources

Item	Specification or standard	Check before use
Resuscitation trolley checklist	Current	On the trolley
Defibrillator with self-test	Working	Checked daily

7. Safety and infection prevention

- Stop and call for help if a patient is at immediate risk. Do not delay urgent care to complete paperwork.

8. Before you start

- Confirm the forms and equipment named in this document are available and current.

9. Procedure

Follow the steps in order. Where a step says "If", take the action for the case that applies. Do not skip a step. If a step cannot be done, use section 11 and section 12.

Step	Action	How to do it	Key point
1	Check.	- Go through the checklist item by item. - Check the defibrillator self-test.	Every item, every shift.
2	Replace.	Replace any missing or faulty item from the store at once.	Do not wait for the next delivery.
3	Record.	Sign the daily record (HOS-FRM-013).	The signature is the proof.

Decision points

- No decision points in this procedure.

10. Special situations

Situation	What to do
Out of hours	Follow the same steps. Use the on-call contact on the wall of the area.

11. Problems and escalation

- Any serious problem goes to the duty clinical lead at once and to the clinical director the same day.

12. Monitoring and compliance

What is checked	Target	How often	Who	If the target is missed
Shifts with recorded check	At least 70%	Monthly	Nurse manager	Escalate to clinical director
Staff with current life support certificate	At least 70%	Monthly	Clinical governance lead	Escalate to chief executive

13. Records

Record	Where it is kept	Kept for
Record named in this document	Patient record or the area file	{{facility.records_retention_years}} years

14. Training and competence

- Staff are trained in this document at induction and refreshed each year, with a recorded competency check.

15. Related documents

ID	Title	Relationship
HOS-FRM-013	Daily resuscitation check record	Record

16. Evidence

ID	Source and status
E-009	Checklist to be set by the resuscitation committee.
E-006	ASF Policy Framework v1.2. Adapted.
E-009	ASF Expert Committee consensus.

EC = ASF Expert Committee consensus. Items marked EC are reviewed by the Committee each year.

17. Change history

Version	Date	What changed	Approver and signature
1.0	{{document.effective_date}}	First version	Pending Expert Committee approval