MONTHLY EQUIPMENT MAINTENANCE CHECKLIST:

1. Check, clean, or replace the plaster trap.
2. Clean the model trimmer wheel and drain lines. 3. Check, clean, or replace master trap. 4. Check emergency resuscitation equipment.
4. Check rubber goods on nitrous-oxide systems and emergency oxygen units for deterioration. Check for expiration.
5. Check handpiece/HVAC/saliva ejector suction tubing for leaks 6. Speed clean the autoclave, take out all trays and tray holder, and clean with speed clean. Wipe the inside of the autoclave with speed clean and clean out the filters, remove the door, seal the gasket, and clean with speed clean. Follow directions on cleaning autoclave and flushing the lines in the manual that is in the autoclave book. 7. Using heat-resistant PPE, check sterilizer safety valve while under pressure … and check sterilizer door for plumb. 8. Lubricate joints in operating lights, sterilizer door hinges, air/water syringe buttons, and other similar items around the office. 8. Check O rings for wear and lubricate O rings. 9. Clean the ultrasonic cleaner. 10. Clean the automate handpiece cleaner, check the oil level and cotton pad, and change if needed. Perform any maintenance needed on the autoclave. 11. Clean operatory light reflectors and lens shields. Make sure to clean any fog. 12. Check oil levels on the compressor and make sure everything is running well and maintenance is up to date. 13. Check the CT scan and make sure no maintenance or testing is due. If due, complete testing and notate in radiology book. 14. Check the Nomad and make sure all maintenance is up to date and no testing is due. If due, complete testing and notate in radiology book. 15. Clean panoramic/ceph cassettes and intensifying screen and/or sensors and cords. 16. Check fire extinguishers – replace as needed. 17. Check air and water filters in junction boxes.