



COHESIVE HEALTHCARE MANAGEMENT & CONSULTING

Mangum Regional Medical Center

TITLE		POLICY	
Elevator		LS-306	
MANUAL	EFFECTIVE DATE	REVIEW DATE	
Utility Management Life Safety Plan	TBD	TBD	
DEPARTMENT	REFERENCE		
Plant Operations	See references below		

SCOPE

This policy applies to all personnel working within the Plant Operations department of Mangum Regional Medical Center and are responsible for the maintenance of a safe and effective elevator.

PURPOSE

To provide guidelines for Elevator.

POLICY

The Hospital has developed and maintained a safe and effective elevator in accordance with National Fire Protection Association (NFPA) chapter 101 regulations to maintain continued reliability/safety.

PROCEDURES

- A. Elements of appropriate inspection and maintenance by Plant Operations staff semi-annually include:
 - 1. Doors close properly.
 - 2. Floor of elevator is level with building floor when door is open.
 - 3. Elevator car has functioning emergency lighting.
 - 4. Capacity plate is in place.
 - 5. Equipped with alarm bell or 2- way communication device.

- B. Annual inspection of elevator is performed by qualified professionals through a contracted vendor then certificate issued by Department of Labor and posted inside the elevator.

- C. Routine maintenance is performed by Plant Operations staff.
- E. Documentation of all inspections and testing is maintained by Plant Operations staff in maintenance binders for a period of five (5) years.

REFERENCES

Centers for Medicare & Medicaid Services (2020) State Operations Manual Appendix W – Survey Protocol, Regulations, and Interpretative Guidelines for Critical Access Hospitals. §485.623 Physical Plant and Environment. [Electronic Version]. Retrieved on 06/01/21 from https://www.cms.gov/Regulations-and-Guidance/Guidance/Manuals/downloads/som107ap_w_cah.pdf

National Fire Protection Association (2012). Life Safety Code Handbook.

REVISIONS/UPDATES

Date	Brief Description of Revision/Change