



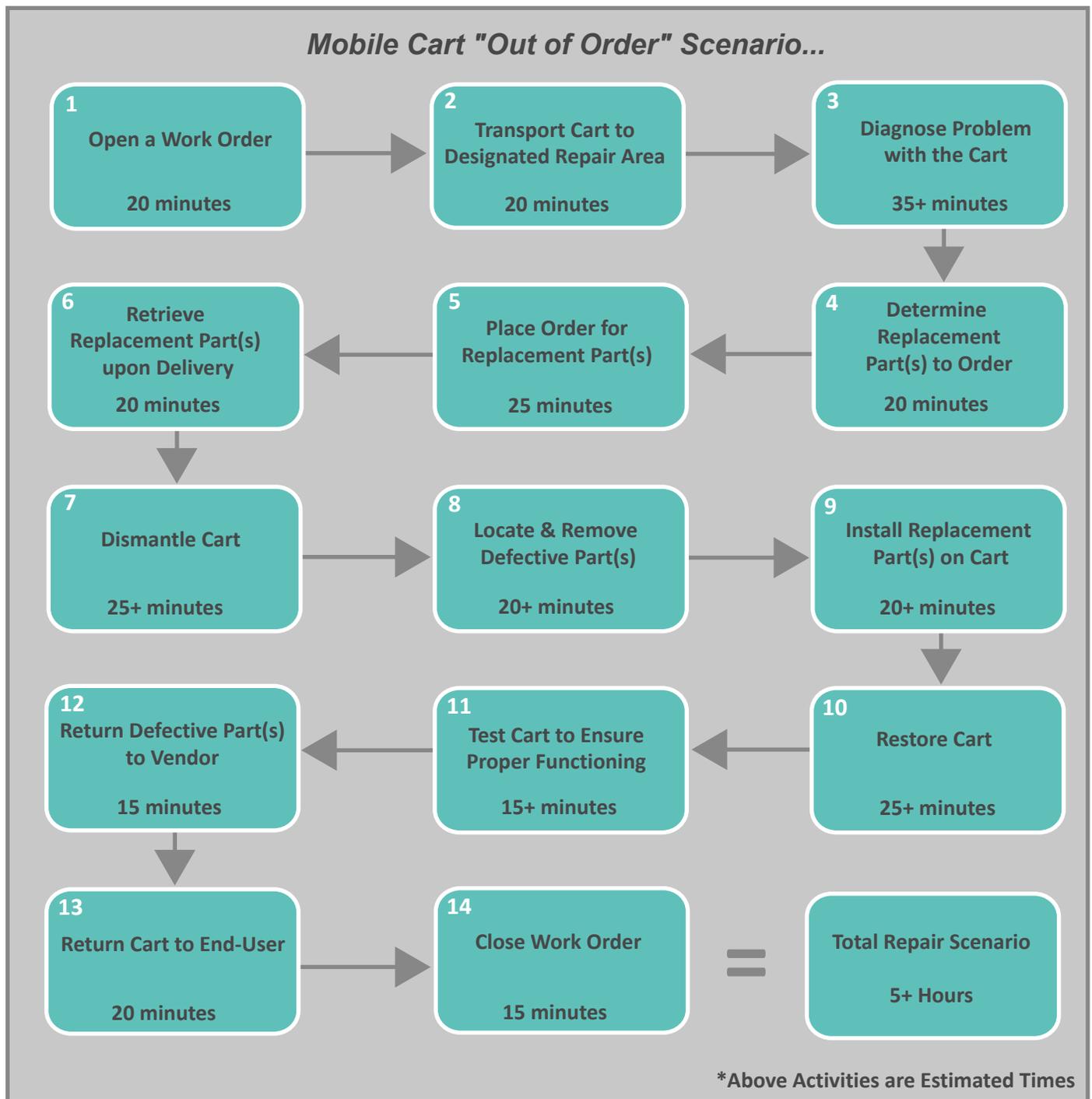
PREVENTATIVE MAINTENANCE VERSUS COST OF REPAIRS

DETERMINING THE VALUE OF A PREVENTATIVE MAINTENANCE PLAN FOR MOBILE COMPUTER CARTS & POWER SYSTEMS

Preventative Maintenance Plans have been more popular in principle than in practice over the years. One scarcely can argue with the idea of keeping equipment well maintained to extend its expected life and avoid future repair costs. Less clear is an understanding of the actual relationship between the cost of preventative maintenance and the returns such activities can be expected to deliver. Furthermore, finding the resources within any organization to allocate towards preventative maintenance can be very costly and challenging, if not impossible.

Since the movement towards electronic patient records, Mobile Computer Carts and Power Systems play an integral role in healthcare facilities. When an employee calls in sick for the day, the same inconvenience and lack of productivity is experienced when your equipment is malfunctioning. By purchasing a Preventative Maintenance Plan, you will maximize your point-of-care computing investment by ensuring minimal downtime and reducing the costs associated with that downtime.

Let's take a look at what really happens when a cart decides to "Call in Sick" ...
It can be a very time consuming process for your staff and a significant drain on resources.



To avoid such costly repairs and downtime, a Preventative Maintenance Plan is the ideal solution for many facilities. By design, they identify and introduce a corrective action plan before a problem becomes a serious issue that affects the functionality of their equipment.

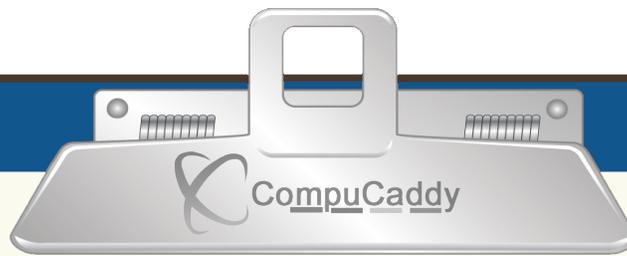
In addition to the tremendous benefits of reducing costly repairs and equipment downtime, healthcare facilities also look to Preventative Maintenance Plans to supply the following advantages:

- 1. Perform maintenance at a level that will keep the equipment safe and in an acceptable condition without over maintaining or under maintaining.*
- 2. Inspect and detect items which require continuing attention or which may impact adversely on the operation of the facility.*
- 3. Promote the most effective and efficient use of staffing and resources.*
- 4. Provide a means of evaluating the maintenance effort and control of the standard of operation at each facility.*
- 5. Provide a method for instruction and training in proper maintenance procedures by operators and users of equipment.*
- 6. Establish the components that require contractor performed maintenance due to lack of in-house expertise or staffing.*
- 7. Prolong equipment life.*
- 8. Require less standby equipment.*

In summary, CompuCaddy emphasizes the importance of finding an affordable program that enables healthcare providers to keep focused on their own business without neglecting the tools that they depend on 24/7. Proper maintenance of any product will maximize your point-of-care computing investment and maintain your operational efficiencies without putting an additional strain on your staff.

The CompuCaddy experts have compiled the following **37 Point Mobile Computer Cart Checklist & 26 Point Mobile Power System Checklist** highlighting the vital areas that require inspection on a yearly basis.

Contact a CompuCaddy Account Manager for more details about protecting your Mobile Computing Investment with CompuCaddy's Preventative Maintenance Plan.



Mobile Cart Preventative Maintenance Checklist 37 Point Cart Inspection

Top Work Surface

- ✓ Ensure work surface is secure on frame, opens and locks properly (where applicable).
- ✓ Ensure all hardware such as screws, hinges, etc. are tight and secured.
- ✓ Check all wire management clips.

Monitor Arm

- ✓ Ensure monitor arm is secured on work surface.
- ✓ Check swivel, tilt and pivot points for full range of motion and smooth operation.
- ✓ Check all hardware such as screws, washers, etc. are intact and secured.
- ✓ Ensure VESA mount is secured to monitor (where applicable).

Keyboard Tray

- ✓ Ensure tray fully retracts in and out with ease.
- ✓ Check positive and negative tilting feature is working properly.
- ✓ Check all screws are tight and secured.
- ✓ Ensure wrist rest is securely mounted and free of any damages.
- ✓ Ensure mouse pad tray is working properly and is secured to keyboard tray.

Handles

- ✓ Integrated Handles: Check 2 handle openings have maintained smooth finish (where applicable).
- ✓ Mounted Handles: Ensure handles are securely mounted on cart, drawers/doors (where applicable).

Locks

- ✓ Combination Lock: Ensure code is operating drawer.
- ✓ Electronic Lock: Ensure code and lock battery is working properly.
- ✓ Keyed Lock: Ensure key is working in each lock. Check for any bent keys.

Drawers/Doors & Accessories

- ✓ Ensure all slides are securely mounted and drawer glides with ease.
- ✓ Check for proper alignment of drawers and lock(s) functioning as referenced above.
- ✓ Check all miscellaneous accessories such as wire basket, mouse holder, cup holder, vital signs pole, etc., for any damage. Ensure all are securely mounted to cart.

Pneumatic Cylinder & Components

Hand Lever:

- ✓ Ensure cart will adjust up and down when lever is engaged and remain in static position when lever is disengaged.
- ✓ Ensure hand lever is securely mounted to the cart top and inspect related cable for any signs of wear and tear.

Foot Pedal:

- ✓ If hand lever is not utilized, a foot pedal will be present and should adjust up and down when pedal is engaged and remain in static position when pedal is disengaged.

Cylinder:

- ✓ Ensure correct cylinder pressure - cart raises and lowers with ease based on the original equipment specified at purchase time.

Cylinder Covers:

- ✓ Ensure both inner and outer covers are working properly without any binding.
- ✓ Confirm cylinder's top and bottom mounting points are secured and all screws are tight and in place.
- ✓ Ensure any applique or label is firmly attached to cylinder cover.

Cart Base

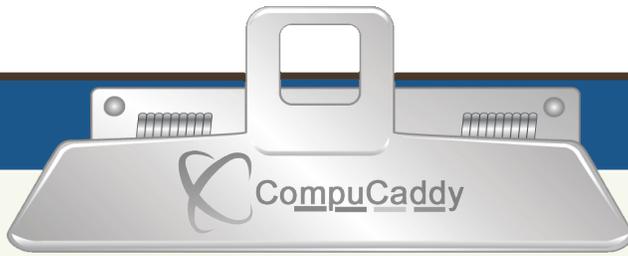
- ✓ Inspect cart base for any damage and ensure structural integrity is intact.
- ✓ Ensure casters are securely mounted.

Casters

- ✓ Ensure wheels roll smoothly and do not wobble from side to side.
- ✓ Total Locking Caster: Ensure locking mechanism engages properly to prevent movement.
- ✓ Directional Caster: Ensure locking mechanism engages properly to enable steering capability.
- ✓ Non-Locking Caster: Ensure free, smooth rotation.
- ✓ Proper alignment of all casters.
- ✓ Ensure all casters are free from any foreign objects that may impede wheel rotation.

Sanitize Cart

- ✓ Top to bottom wipe-down to clean and disinfect.



Mobile Power System Preventative Maintenance Checklist 26 Point Power System Inspection

Battery/Batteries

- ✓ Check battery voltage to ensure appropriate levels per manufacturer's specifications.
- ✓ Ensure all connections on battery/batteries are secure.
- ✓ Ensure good connection of temperature sensor(s) to battery.

Charger

- ✓ Ensure charger is performing per specifications.
- ✓ Check all connections points on wire harness are tightly secured.
- ✓ Confirm USB connection between retractable/coiled power cord and charger.
- ✓ Ensure good connection of temperature sensor(s) to charger.
- ✓ Confirm secure connection between Ethernet cable and LED desktop overlay.

LED Desktop Overlay

- ✓ Confirm overlay is working properly and complete LED test via software.
- ✓ Check applicable cord is secure to connection point within cart column/cylinder cover area.

Power System Miscellaneous Components

- ✓ Check hypertronics output voltage at cylinder cover connection point and inspect related wires inside cylinder cover for signs of fatigue.
- ✓ Check fan is working properly and free of any foreign materials.
- ✓ Ensure fan wires are securely attached and show no signs of worn condition.
- ✓ Check Toggle Switch is functioning properly (if applicable).
- ✓ Check external fuses are properly working (if applicable).
- ✓ Ensure all screws are secured on exterior of power system compartment.

Retractable/Coiled Power Cord

- ✓ Check retractable/coiled power cord and ensure proper working condition. Inspect cord for tears/damage and insure retractable or coiled feature is working properly.
- ✓ Ensure retractable power cord mount is secure (if applicable).

DC Adapter / AC Inverter

- ✓ Ensure DC Adapter / AC Inverter is operating properly. Confirm applicable cord is in good condition.
- ✓ Ensure mounting bracket is secured.
- ✓ Check all connections, female and male parts of plugs.

Power Management Software

- ✓ Ensure proper installation of software and confirm it is working properly (if applicable).
- ✓ Run and complete all system tests.
- ✓ Ensure setup is configured for correct battery chemistry.

Power System Dust & Dirt Removal

- ✓ Rid power system compartment and fan compartment of any dust and dirt buildup.