



Texas Tech Physicians
of EL PASO

El Paso - Ambulatory Clinic Policy and Procedure

Title: EMERGENCY EQUIPMENT IN CLINICAL AREAS	Policy Number: EP 2.8
Regulation Joint Commission MM.03.01.03 Reference:	Effective Date: 02/2022

Policy Statement:

It is the policy of the Texas Tech Physicians of El Paso (TTP-EP) to standardize the contents of medical equipment to be used in case of medical emergencies in the Clinics.

Scope and Distribution:

This policy applies to all TTP-EP ambulatory clinics.

Policy:

1. All Clinics will standardize the emergency medical equipment to be utilized in their area.
2. If additional emergency equipment or medications are required by individual Clinic/s, these must be maintained and stored separately. All emergency equipment and emergency medications will be checked monthly utilizing attachment 2.8.A, Emergency Equipment Checklist.

Procedure:

1. Drug Box or Other Emergency Equipment:

- a. A drug box should contain a supply of drugs, approved by the Medication/Equipment Committee, for use in emergencies only. A list of the contents should be maintained for monthly inspections.
- b. The emergency supply kit will be stored in a clearly marked portable container in a readily accessible area.
- c. An expiration label should be placed outside the emergency supply kit to ensure that no expired drugs or supplies remain in the box. The earliest expiration date should be written on the label, and a designated nurse will be responsible for replacing the medication when the expiration date is reached.
- d. The emergency supply kit should be inspected monthly, or as needed by a Unit Manager/Head Nurse or a designee. The lock will be broken to obtain entrance to the drug box, medications checked, and the lock replaced. Monthly inspections should be documented.
- e. Other emergency equipment such as IV and related supplies (if applicable) should be monitored monthly by assigned staff to ensure integrity of stock and equipment.

ATTACHMENTS:

2.8.A – Emergency Equipment Check List

Policy Number: EP 2.8	Original Approval Date: 2/2022
Version Number: 1	
Signatory approval on file by: Juan Figueroa, MD Clinic Medical Directors Committee Chair Director of Clinical Operations Texas Tech Physicians of El Paso	