

Corrective and Preventive Maintenance Checklist for Ceiling Mounted Patient Lifts

The commissioning for a patient ceiling lift system(s) shall include, but not be limited to, the following points as components of the commissioning procedures.

NOTE: Ceiling mounted patient lifts are not to be installed in treatment units with actively suicidal patients.

Facility:	Work Order:	Manufacturer:	
Lift Location:		Model:	
VAMC Contact:		Serial Number:	EE Number:
VAMC Contact's Phone Number:		Mfgr Contact:	
Installer:		Mfgr Contact's Phone Number:	
Installer's Phone Number:		Date:	

Structure		Complete
1	Perform a visual inspection to verify proper connections of the lift's structural system to the building's structure (including seismic bracing if applicable).	
2	Perform a visual inspection to verify proper interface at the ceiling (hard deck or soft tile) and proper installation of all protective features around the support rods and rails/tracks.	
3	Perform a visual inspection to verify structural component sizing and physical installation to ensure that the correct structural system is in place and properly installed to support the lift.	

NOTES:

Rails/Tracks and End Stops		PASS	FAIL
1	Verification that all fasteners and set screws are properly tightened on the trollies and rails/tracks.		
2	Ensure that the rail/track is free of gaps (unless required by design). If included in installation, verify rail turntable function, exchanger function, gate alignment, and safety block installation.		
3	Confirm track is clean and clear of all debris. (Use manufacturer's recommended cleaning materials to avoid damage to the motor case and other components.)		
4	Verification that all manufacturer specified end stops or docking gates are properly installed.		

NOTES:

Lift Unit and Straps		PASS	FAIL
1	Inspection of lift unit casing for cracks and alignment.		
2	Verification that the lift unit charges properly.		
3	Inspection and activation of hand control for full operation (e.g., up, down, left, right) and "return to charge" function if applicable.		
4	Confirm any and all lift unit indicator lights are functioning. (e.g., red service warning light, charging state light)		
5	Inspection and verification of all emergency functions of the lift unit.		
6	Full extension and inspection of lift strap for loose threads or frays.		
7	Inspection of spreader bar and clips for cracks and for loose or missing rings or cotter pins.		

NOTES:

Load Testing		PASS	FAIL
1	Verification of any “soft start” or “soft stop” features and that lifting speed does not exceed 2.5 inches per second with “zero” load.		
2	Verification of load testing and deflection testing at the manufacturer's specified maximum rated lift capacity.		
3	Verification of any “soft start” and “soft stop” features and that lifting speed does not exceed 1.5 inches per second under maximum rated lift capacity.		
4	Verification of function of emergency stop at maximum rated lift capacity.		
5	Verification of emergency lowering feature at maximum rated lift capacity.		

NOTES:

Inspector	COMPLETE
After the activities listed in the above checklist and in the manufacturer's installation/operations/owner’s manual(s) have been completed, the inspector shall release the ceiling mounted lift installation to VA representative.	
SIGNATURE:	DATE:
TITLE:	

VA Representative	COMPLETE
After the activities listed in the above checklist and in the manufacturer's installation/operations/owner’s manual(s) have been completed, the VA representative shall review those items with the inspector prior to releasing the ceiling mounted lift back into service to ensure completion of all requirements.	
SIGNATURE:	DATE:
TITLE:	

Manager of the Service Using the Ceiling Mounted Lifts	COMPLETE
After the activities listed in the above checklist and in the manufacturer's installation/operations/owner’s manual(s) have been completed, the manager of the service using the ceiling mounted lifts confirms that the current staff have received initial training on ceiling mounted lifts and that there is a process in place to provide ongoing training on the proper use of ceiling mounted lifts.	
SIGNATURE:	DATE:
TITLE:	