

Equipment Safety Checklist^{1,6}

Wheelchairs

Brakes	Secures chair when applied	_____
Arm Rest	Detaches easily for transfers	_____
Leg Rest	Adjusts easily	_____
Foot Pedals	Fold easily so that patient may stand	_____
Wheels	Are not bent or warped	_____
Anti-tip devices	Installed, placed in proper position	_____

Electric Wheelchairs/Scooters

Speed	Set at the lowest setting	_____
Horn	Works properly	_____
Electrical	Wires are not exposed	_____

Beds

Side Rails	Raise and lower easily	_____
	Secure when up	_____
	<i>Used for mobility purposes only</i>	_____
Wheels	Roll/turn easily, do not stick	_____
Brakes	Secures the bed firmly when applied	_____
Mechanics	Height adjusts easily (if applicable)	_____
Transfer Bars	Sturdy, attached properly	_____
Over-bed Table	Wheels firmly locked	_____
	Positioned on wall-side of bed	_____

IV Poles/Stands

Pole	Raises/lowers easily	_____
Wheels	Roll easily and turn freely, do not stick	_____
Stand	Stable, does not tip easily (should be five point base)	_____

Footstools

Legs	Rubber skid protectors on all feet	_____
	Steady — does not rock	_____
Top	Non-skid surface	_____

Call Bells/Lights

Operational	Outside door light	_____
	Sounds at nursing station	_____
	Room number appears on the monitor	_____
	Intercom	_____
	Room panel signals	_____
Accessible	Accessible in bathroom	_____
	Within reach while patient is in bed	_____

Walkers/Canes

Secure	Rubber tips in good condition	_____
	Unit is stable	_____

Commode

Wheels	Roll/turn easily, do not stick	_____
	Are weighted and not “top heavy” when a patient is sitting on it	_____
Brakes	Secure commode when applied	_____

Geri/Broda Chairs

Chair	Located on level surface to minimize risk of tipping	_____
Wheels	Roll/turn easily, do not stick	_____
Breaks	Applied when chair is stationary	_____
	Secure chair firmly when applied	_____
Footplate	Removed when chair is placed in a non-tilt or non-reclined position	_____
	Removed during transfers	_____
Positioning	Chair is positioned in proper amount of tilt to prevent sliding or falling forward	_____
Tray	Secure	_____