

Equipment Maintenance Checklist*

After Each Patient

- ☐ Clean, lubricate, and sterilize handpieces
- ☐ Clean (with ultrasonic) and sterilize syringe tips
- ☐ Wipe down and flush handpiece tubing
- ☐ Flush vacuum lines (for oral surgery procedures)
- ☐ Clean/disinfect touch and transfer surfaces
- ☐ Replace all barriers

Daily, or As Needed

- ☐ Add A-dec IIX[®] to each water bottle refill
- ☐ Flush cuspidor for one minute
- ☐ Clean cuspidor bowl and bowl screen
- ☐ Flush vacuum lines

Weekly, or As Needed

Date/Time

- ☐ Clean chair and stool upholstery with mild dishwashing liquid and water
- ☐ Clean HVE and saliva ejector valves
- ☐ Inspect and maintain solids collector (twice per week)
- ☐ Maintain oil collector (perform monthly if an Assistina is used to maintain handpieces)
- ☐ Lubricate handpiece chucks
- ☐ Clean dental light shield with mild dishwashing liquid and water
(use 2" x 2" gauze or soft cloth to avoid scratching the shield)
- ☐ If applicable, replace dental light Medicom[®] SafeShield[™] barrier

Monthly

Date/Time

- ☐ Test dental unit water CFU level and treat waterlines as needed[†]
- ☐ Maintain oil collector (perform weekly if an Assistina is not used to maintain the handpieces)
- ☐ Inspect all handpiece, motor, and Assistina O-rings; replace if worn/damaged
- ☐ Lubricate HVE and saliva ejector O-rings
- ☐ Lubricate water bottle O-rings

Yearly

Date/Time

- ☐ Replace and lubricate the syringe O-rings and button-valve assemblies
- ☐ Replace and lubricate the HVE and saliva ejector O-rings
- ☐ Replace all handpiece, motor, and Assistina O-rings
- ☐ Replace air and water filters in the floor box or utility area

Sample Equipment Maintenance Checklist

Frank R. Spellman, Joanne E. Drinan



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Table of Contents Sample Equipment Maintenance Checklist

1. Understanding the eBook Sample Equipment Maintenance Checklist
 - The Rise of Digital Reading Sample Equipment Maintenance Checklist
 - Advantages of eBooks Over Traditional Books
2. Identifying Sample Equipment Maintenance Checklist
 - Exploring Different Genres
 - Considering Fiction vs. Non-Fiction
 - Determining Your Reading Goals
3. Choosing the Right eBook Platform
 - Popular eBook Platforms
 - Features to Look for in an Sample Equipment Maintenance Checklist
 - User-Friendly Interface
4. Exploring eBook Recommendations from Sample Equipment Maintenance Checklist
 - Personalized Recommendations
 - Sample Equipment Maintenance Checklist User Reviews and Ratings
 - Sample Equipment Maintenance Checklist and Bestseller Lists

5. Accessing Sample Equipment Maintenance Checklist Free and Paid eBooks
 - Sample Equipment Maintenance Checklist Public Domain eBooks
 - Sample Equipment Maintenance Checklist eBook Subscription Services
 - Sample Equipment Maintenance Checklist Budget-Friendly Options
6. Navigating Sample Equipment Maintenance Checklist eBook Formats
 - ePub, PDF, MOBI, and More
 - Sample Equipment Maintenance Checklist Compatibility with Devices
 - Sample Equipment Maintenance Checklist Enhanced eBook Features
7. Enhancing Your Reading Experience
 - Adjustable Fonts and Text Sizes of Sample Equipment Maintenance Checklist
 - Highlighting and Note-Taking Sample Equipment Maintenance Checklist
 - Interactive Elements Sample Equipment Maintenance Checklist
8. Staying Engaged with Sample Equipment Maintenance Checklist
 - Joining Online Reading Communities
 - Participating in Virtual Book Clubs
 - Following Authors and Publishers Sample Equipment Maintenance Checklist
9. Balancing eBooks and Physical Books Sample Equipment Maintenance Checklist
 - Benefits of a Digital Library
 - Creating a Diverse Reading Collection Sample Equipment Maintenance Checklist
10. Overcoming Reading Challenges
 - Dealing with Digital Eye Strain
 - Minimizing Distractions
 - Managing Screen Time
11. Cultivating a Reading Routine Sample Equipment Maintenance Checklist
 - Setting Reading Goals Sample Equipment Maintenance Checklist
 - Carving Out Dedicated Reading Time
12. Sourcing Reliable Information of Sample Equipment Maintenance Checklist
 - Fact-Checking eBook Content of Sample Equipment Maintenance Checklist
 - Distinguishing Credible Sources
13. Promoting Lifelong Learning

- Utilizing eBooks for Skill Development
- Exploring Educational eBooks

14. Embracing eBook Trends

- Integration of Multimedia Elements
- Interactive and Gamified eBooks

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