

CIRCULAR

Title: Resuscitation Unit Servicing
Document ID: C23041
Department: Lifesaving
Audience: Lifesaving Officers, Club Captains, Chief Instructors, Secretaries
Date: 09 August 2023

Summary:	All Clubs are required to complete annual servicing of patrol resuscitation units. The process and reporting requirements are outlined in this document.
Action:	Clubs are to complete servicing of patrol resuscitation kits, complete and return Resuscitation Unit Servicing form to SLSSA Lifesaving department prior to 30 September 2023.

REQUIREMENTS

All clubs are required to have patrol resuscitation units/equipment serviced annually. Servicing needs to take place and provide servicing proof for each resuscitation unit to be returned to SLSSA by Saturday 30 September.

If your club uses the Inhalo unit then this does not apply to your club.

A copy of the Resuscitation Unit Servicing form is available on the next page (NB: one sheet per resuscitation unit). Please ensure your club's name, contact person/phone number, address (for invoicing) and any comments or specific requests for the agent are recorded on the form. Place a form inside each unit when delivering for service.

Items missing during the service will be replaced at the cost to the Club unless Clubs are advised otherwise.

NOTE: all kit pre-service inspections must be conducted by a proficient ART member.

SERVICE PROVIDERS

Clubs are requested to forward their units directly to:

- St James First Aid, 19a Ween Road, POORAKA
- Helicon Technology, 2/87 Mary Street, UNLEY
- (Or any other certified service outlet).

ESSENTIAL CRITERIA OF SERVICE PERSONNEL

The following guides apply to any club not using St James or Helicon Technology:

- Service personnel must be either:
 - a B.I.O. Medical Engineer with experience in positive pressure resuscitators
 - a licensed liquid petroleum gasfitter or advanced gasfitter with B.I.O. medical experience
 - a qualified medical gas installer with experience in resuscitation equipment and repair of such equipment.
- Further to this, Clubs should also ensure the service personnel are:
 - adequately insured for any claims of negligence
 - capable of obtaining the correct replacement parts for units
 - prepared to label and date units as being serviced.

QUERIES

If you have any enquiries, please don't hesitate to contact the Lifesaving team at SLSSA lifesaving@surflifesavingsa.com.au or call (08) 8354 6900.

Resuscitation Unit Serving

Service Sheet: 2023/2024

Date of Service: _____

Surf Club:	
Club Contact Person:	
Contact Number:	
Club address for forwarding of account/invoice:	

Items missing during the service will be replaced at the cost to the Club, unless clubs advised otherwise (in Other Comments section below).

Items to be Checked	Comment by Club	P Pass	F Fail	N/A	Comment by Service Operator
Regulator Make/Model: _____ Serial Number: _____					
Yoke/Brass Plug					
Airbag					
Reservoir Bag					
Pocket Masks – Adult x 2					
Pocket Masks – Child x 2					
Therapy Masks – Adult x 2					
Therapy Masks – Child x 2					
Oxygen Tubing x 2					
Bodok Seal (2 spare required)					
Resuscitator Case/Container					
Cylinder Key					
Regulator flow: 8 lpm					
Regulator flow: 15 lpm					
Oropharyngeal Airways					
Pen and Notebook					
Disposable Gloves (at least 2 prs)					

Other Comments: