



**Service Disabled Veteran Founded & Operated**  
**501c3 Non-Profit Organization**  
**Cage Code: 3QYN4**  
**Tax ID #: 11-3638368      DUNS#: 143331648**

**Training For Life, Inc.**  
**11 Hanover Sq, 3rd FL**  
**New York, NY 10005**

**Training For Life Manikin Maintenance & Decontamination Policy**

**Equipment Rental:**

1. Training For Life will distribute all equipment in a clean condition; with "clean" defined as having new disposable parts (lung system and any other disposable systems) and decontaminated non-disposable parts.
2. Pick-up and return of equipment is the responsibility of the borrower, and must be scheduled by a Training For Life associate.
3. Equipment is generally checked out for a 3 day period: 1 day for transport, 1 day for the course, and 1 day for return.
4. Should any piece of equipment fail to function, or be damaged during use, the instructor is responsible for reporting it to Training For Life for follow-up and repair.
5. A replacement lung is issued for each manikin checked out in the event the existing lung is non-functional for whatever reason.
6. Instructors are responsible for an initial cleaning before returning manikins. Disposable lungs are to be removed/discarded. Faces are to be removed and placed in the bag with the manikin itself. No materials other than those issued should be placed/returned in the bag. Training For Life is not responsible for any items left in the manikin bag.
7. Care must be taken to avoid discarding any non-disposable manikin parts. If any non-disposable parts are accidentally discarded, report their loss to Training For Life when returning the equipment.
8. Training For Life will conduct the actual and final cleaning of all equipment.

**Manikin Maintenance:**

1. At the start of each course, Instructors are responsible for ensuring all equipment is clean and in good working order.
2. During the course, Instructors are responsible for all infection control issues and preventative actions to avoid damage to the equipment, while it is the shared responsibility of the course Instructors and participants to reduce exposure to body fluid contamination by:
  - a. Reviewing manikin manufacturers recommendations for sanitary manikin practices;
  - b. Providing any participants or Instructors who have either chronic infections or respiratory infections with personal manikins or rescheduling course participation;
  - c. Assigning participants in pairs when possible to reduce exposure to multiple contaminated manikins;
  - d. Providing single-participant use barrier devices or face shields, as appropriate;
  - e. Restricting actual manikin ventilation to one participant when performing 2-rescuer CPR (the 2<sup>nd</sup> rescuer will simulate ventilation);
  - f. Directing participants to simulate finger sweeps rather than insert fingers into the manikin mouth;
  - g. Discouraging eating and drinking during manikin use;
  - h. Making hand washing facilities or hand washing solution available for participant and instructor use;

**Final Decontamination of the equipment, based on the recommendations of the AHA, will include:**

- i. Wearing gloves during manikin disassembly
- j. Performing manikin disassembly as recommended by the manufacturer;
- k. Washing all external and internal surfaces with soapy water and brushes;
- l. Wetting all contaminated surfaces with a sodium hypochlorite solution having at least 500 ppm free available chlorine (i.e., a solution of ¼ cup household bleach to 1 gallon water) for 10 minutes.
- m. Rinsing all surfaces with water and allowing to thoroughly dry;
- n. An evaluation of manikin parts particularly faces and face pieces, for any tears or other signs of deterioration.

**Instructor Printed Name & Signature** \_\_\_\_\_

**Date Signed** \_\_\_\_\_

*Isn't There A Life You Would Like To Save?*

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