# Safety Checklist for Dental Equipment – Semiannual Reminder

**NOTE:** Always check state regulations and the manufacturers and suppliers of the equipment for information on inspection and maintenance.

<table>
<thead>
<tr>
<th>Equipment</th>
<th>What to Check</th>
<th>Date</th>
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<tr>
<td>X-Ray</td>
<td>□ Check for cracks in lead aprons and shields.</td>
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<td>□ Properly dispose of processing chemicals, lead foil/shields/aprons.</td>
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<td>□ Check condition of phosphorous plates, digital sensors, cords, etc.</td>
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<td>AED</td>
<td>□ Make sure batteries and adult and pediatric pads are good. Have at least two sets of pads available.</td>
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<td>□ Have AED easily accessible.</td>
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<td>□ Review operations with dental team.</td>
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<td>□ Check for software updates.</td>
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<td>Emergency Drug Kits</td>
<td>□ Check that armamentarium is complete.</td>
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<td></td>
<td>□ Check expiration dates on drugs. Properly dispose of unused/expired drugs and medications.</td>
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<td></td>
<td>□ Have kit easily accessible.</td>
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<tr>
<td>Amalgam Recovery Protocols</td>
<td>□ Check chair side traps, vacuum screens or separators that collect amalgam.</td>
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<td>Autoclave/ Sterilization Equipment</td>
<td>□ Check all safety devices, safety interlocks and fittings.</td>
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<td>□ Check that cycle complete signal is visible and doors cannot be operated until the signal is visible.</td>
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<td></td>
<td>□ Check that cycle temperatures and pressures are within expectations.</td>
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<td></td>
<td>□ Verify biological spore testing guidelines and maintenance of records per the CDC. Check that all monitoring records are up to date and accessible.</td>
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<td>□ Clean and change filters per manufacturer’s specifications.</td>
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<td>Dental Unit Water Lines</td>
<td>□ Use EPA-registered and FDA-cleared dental waterline treatment product or device according to manufacturer’s directions. Regularly check for upgrades in dental waterline treatment products and equipment.</td>
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<tr>
<td>Nitrous Oxide Equipment</td>
<td>□ Check that nitrous oxide and oxygen lines are properly installed and identified. Ensure that the lines are not crossed. Check the mixing system for leaks and proper calibration according to the manufacturer.</td>
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<td>□ Have a properly functioning scavenging system.</td>
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<td>□ Check that the alarm is working.</td>
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<td>□ Test the high- and low- pressure connections for leaks.</td>
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<td></td>
<td>□ Inspect all of the system components — hoses, couplings, reservoir bag, tubing, masks, connectors — for wear, cracks, holes or tears.</td>
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<td>□ Check the tank regulators.</td>
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<td></td>
<td>□ Ensure that gas cylinders are safely handled and stored.</td>
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<td>□ Check Fail Safe Safety system for proper function.</td>
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<td>□ Check portable units for functioning Pin Index Safety System.</td>
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<td>□ Check central systems for functioning Diameter Safety System.</td>
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<td>Patient Monitoring Equipment</td>
<td>□ Check that it is up to code and working properly.</td>
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<td>□ Check the monitor’s safety alarm and alarm parameters.</td>
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<td>□ Check the blood pressure monitor, pulse oximeter.</td>
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<td>Emergency Oxygen Equipment</td>
<td>□ Check that portable emergency tanks are full and easily accessible.</td>
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<td>□ Check portable emergency tanks for adequate pressure to enable a continuous flow of 6 liters per minute for 30 minutes.</td>
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<td>□ Check function of the positive pressure resuscitation bag (bag-mask or ambu bag) and hoses and look for cracks.</td>
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<td>Other</td>
<td>□ Check to see that fire extinguishers and smoke detectors are working.</td>
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<td>□ Check that emergency lighting is operable.</td>
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<td>□ Check that curing light glass tips and filter lenses are not faulty — could emit excess heat to teeth.</td>
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<td>□ Check that carbon monoxide detectors are operable.</td>
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<td>□ Properly dispose of hazardous and infectious waste/sharps.</td>
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<td>□ Check laboratory ventilation and dust collection filters.</td>
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<td>□ Change oil and air filters in compressor.</td>
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<td>□ Ultrasonic cleaner - check vibration quality and condition of tank.</td>
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<td>□ Perform routine maintenance on handpieces. Check that pressures are properly set.</td>
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<td>□ Check for safety hazards related to office/ facility construction (exit signs? clear hallways? parking lot has no slipping/falling hazards?).</td>
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<td>□ Have an office emergency plan and practice it regularly.</td>
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<td>□ Check that you are in compliance with OSHA and HIPPA protocols and practices.</td>
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This list is provided as a reminder of the types of safety checks that should be undertaken semiannually in a typical dental practice office. As every office is different, this reminder should not be relied upon as an all-inclusive list of the safety checks that should be undertaken.

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