

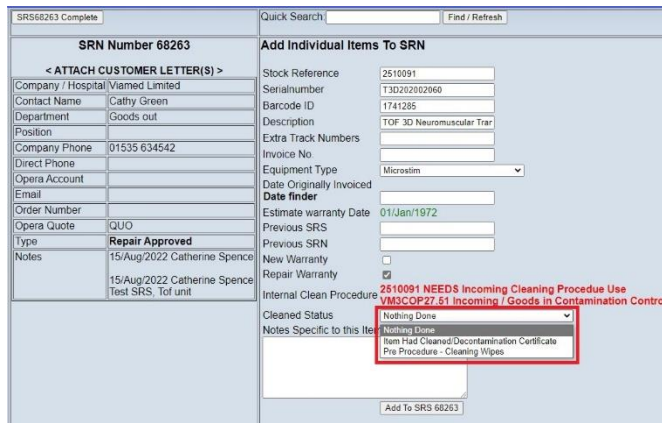
VM3COP29.13 TOF 3D Goods In – Returns Procedure

Refer to the goods in - booking in returns and repairs procedure VM3COP29.09.

Refer to incoming cleaning procedure VM3COP27.51.

- 1) In the Intrastats system, record whether the customer has provided cleaning information. If no details were provided, then the unit must be cleaned before being booked in.

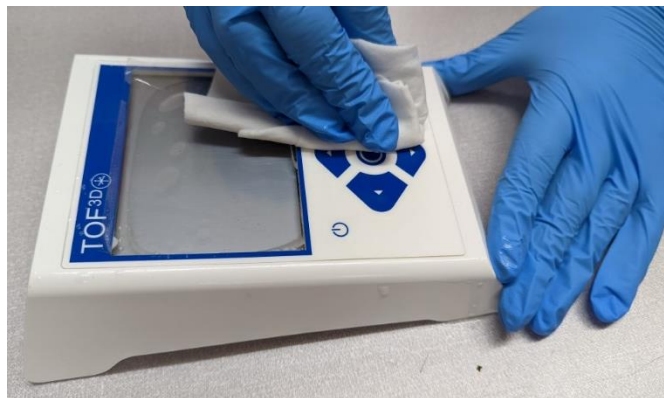
Whether being booked in separately or not, any opened accessories must be cleaned. The outer packet of unopened accessories can be cleaned.



- 2) Check the TOF unit and any accessories have been booked in.



- 3) Using Clinell universal wipes (PN:9950504). Clean the outer surfaces of the TOF 3D main unit. Take care not to get any fluid on the electrical sensor contacts or the battery contacts.



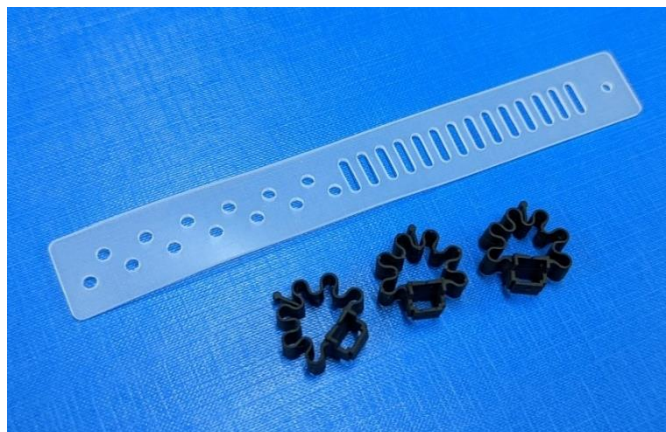
- 4) Clean the TOF 3D patient cable lead. Take care not to get any fluid on the contacts.



- 5) Clean any accessories such as the hand adapter.



- 6) Small accessories, such as the finger adapters and silicone wrist strap can be discarded. Replacements will be issued when the unit goes back into service.



- 7) Print the SRS paperwork out.
- 8) Note on the SRS paperwork that the contents have been cleaned.
- 9) The TOF 3D can now be sent to an engineer for testing.

Service Repair Sheet SRS68263		
Contact Name	Cathy Green	
Company/ Hospital Name	Viamed Limited	
Department	Goods out	
Position		
Direct Phone		
General Phone	01535 634542	
Opera Account		
Email		
Order Number		
Date Received	15/Aug/2022	
Booked in By	Catherine Spence	
Main Company	Viamed	
Type Return	Repair	

Notes 15/Aug/2022 Catherine Spence
15/Aug/2022 Catherine Spence
Test SRS, ToF unit

Ready For quote _____

Repair Complete Signed _____

SRN	Equipment	Stock Ref	Serial Number	Warranty
SRN35202	Microstim	2510091	T3D202002060	Yes (r)

VIAMEDclean

Goods In Only

Decontamination certificate provided by customer ☐

Cleaned by Viamed, if decontamination certificate from customer ☐

Signed: _____

Date: _____

Goods Out Only

Cleaned by Viamed before returning to customer ☐

Signed: _____

Date: _____