

Dok. Nr.	Bereich	Dok. Typ.	Dokumententitel
131	LKH H	INFO	Quick reference guide for loan equipment

1 Person/board responsible for the content

Technisches Service Zentrum (TSZ) (*Technical Service Centre*) – Dept. of Medical Technology A. ö. Landeskrankenhaus (LKH) Hall in Tirol (*Regional Hospital, Hall in Tirol*) - Tirol Kliniken GmbH

2 Target group

- Medical or laboratory equipment lenders wishing to supply LKH Hall with equipment on a loan basis:
 - e.g. suppliers or manufacturers of medical devices
- Users of medical or laboratory equipment who negotiate the provision of loan medical and laboratory equipment with lenders:
 - e.g. civil servants working at LKH Hall or visiting physicians bringing their own medical equipment to LKH Hall

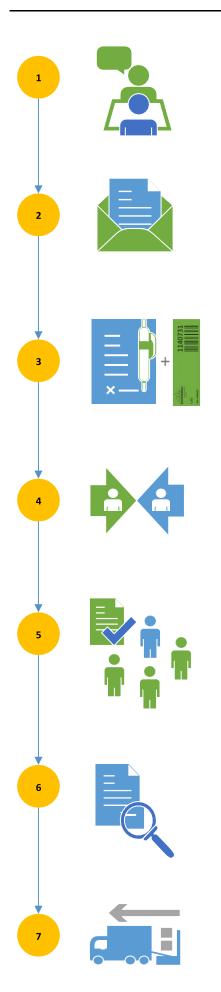
3 Content

In accordance with § 84 of the Austrian Medical Devices Act (MPG) and § 8 and § 9 of the Medical Devices Operator Ordinance (MPBV), the operator of LKH Hall is obliged to keep a record of all active devices and equipment subject to mandatory inspection in the form of an inventory list/device file. This also applies to loan devices and interim equipment, as well as devices being used in studies and third-party equipment.

Therefore, in compliance with LKH regulations, the installation of loan devices requires, without exception, prior consent from the appropriate legal entity (see process diagram), whereby approval for any expenses involved may be accorded solely by the responsible administration department.

In the case of requests for special equipment, e.g. devices requiring radiation protection, laser protection, special permits from the authorities etc., the user is obliged to turn to the relevant administration department.

Version: 1.0



User(s) and lender(s) discuss the possible loan of the equipment in question.

Download and complete the loan agreement for medical devices from the following website: https://www.tirol-kli-niken.at/data.cfm?vpath=ma-wartbare-inhalte/lkh-hall/leihgeraete3/leihvertrag. Send this together with the accompanying documents as requested in the agreement to hall.medizintechnik@tirol-kliniken.at.

The submitted rental agreement is reviewed in terms of content by the Dept. of Medical Technology, whereby approval for any expenses involved (e.g. equipment rental fees or costs for expendable items) must be given beforehand by the responsible administration department. If the rental agreement is approved, the loan device can be delivered to the Dept. of Medical Technology where it is marked with a blue equipment number sticker.

The registered device can now be handed over to the user.

The lender is obliged to train/instruct the user(s) in the correct use of the loan device.

This training/instruction must be protocolled and the completed protocol form must be given to the Dept. of Medical Technology.

Thereafter, the user(s) may employ the loaned device in accordance with the Austrian Medical Devices Act (MPG) and Medical Devices Operator Ordinance (MPBV).

The lender is obliged to monitor the rental duration of his/her piece of equipment. The Dept. of Medical Technology must be informed of any extensions to the agreed loan period. Email: hall.medizintechnik@tirol-kliniken.at

The lender is obliged to inform the Dept. of Medical Technology of the return of the loan equipment. Email: hall.medizintechnik@tirol-kliniken.at.

Druckversion! Es gilt ausschließlich das elektronische Dokument.