



CLINICAL PROCEDURE

Portable Ultrasound

A. EFFECTIVE DATE :

March 16, 2021

B. PURPOSE :

To set expectations for clinical staff when transporting portable ultrasound to off-site location

C. POLICY :

All sonographers will transport portable ultrasound machine to off-site clinic locations according to the procedure(s) outlined below

D. SCOPE :

This procedure applies to all sonographers working in the vascular surgery clinics

E. DEFINITIONS :

Off-site location- UMG clinic sites that are not in the Outpatient Pavilion in Farmington CT

F. MATERIAL(S) NEEDED :

Portable ultrasound machine

G. PROCEDURE :

1. Morning session off-site clinic

- Sonographer will take the portable ultrasound at the end of business the day prior
- Sonographer will ensure the portable ultrasound is secured overnight and not left in the car
- Sonographer will transport the portable ultrasound to off-site location for morning clinic session
- Sonographer will transport the portable ultrasound back to Farmington after the off-site clinic session is complete
- Sonographer will unpack, set up and plug in the ultrasound machine in preparation for next use.
- Sonographer will transfer any remaining images that did not get transferred while at off site location.

2. Afternoon session off-site clinic

- Sonographer will take the portable ultrasound at the end of the morning session and transport to off-site location for afternoon clinic session
- Sonographer will transport the portable ultrasound home at the end of business
- Sonographer will ensure the portable ultrasound is secured overnight and not left in the car
- Sonographer will transport the portable ultrasound back to Farmington the next day
- Sonographer will unpack, set up and plug in the ultrasound machine in preparation for next use.
- Sonographer will transfer any remaining images that did not get transferred while at off site location.

H. ATTACHMENTS :

None

I. REFERENCES :

None

J. SEARCH WORDS :

None

K. ENFORCEMENT:

Violations of this policy or associated procedures may result in appropriate disciplinary measures in accordance with University By-Laws, General Rules of Conduct for All University Employees, applicable collective bargaining agreements, the University of Connecticut Student Code, other applicable University Policies, or as outlined in any procedures document related to this policy.

L. STAKEHOLDER APPROVALS :

On File

M. COMMITTEE APPROVALS :

None

N. FINAL APPROVAL :

- | | |
|--|---------------------------|
| 1. <u>Andrew Agwunobi, MD, MBA (Signed)</u>
Andrew Agwunobi, MD, MBA
UConn Health Chief Executive Officer | <u>03/22/2021</u>
Date |
| 2. <u>Anne D. Horbatuck (Signed)</u>
Anne D. Horbatuck, RN, BSN, MBA
Clinical Policy Committee Co-Chair | <u>03/22/2021</u>
Date |
| 3. <u>Scott Allen, MD (Signed)</u>
Scott Allen, MD
Clinical Policy Committee Co-Chair | <u>03/19/2021</u>
Date |
| 4. <u>Caryl Ryan (Signed)</u>
Caryl Ryan, MS, BSN, RN
VP Quality and Patient Services & Chief Nursing Officer | <u>03/19/2021</u>
Date |

O. REVISION HISTORY :

Date Issued: 03/16/2021

Date Reviewed:

Dated Revised: