

**Region 3 Healthcare
Preparedness Network**

Memorandum

Date: May 12, 2010

From: Regional Office

To: All MCA's and EMS agencies in Region 3

Subj: Protocol for Scheduling the ZIMEK Vehicle Disinfection Unit

The ZIMEK unit is a Regional Asset that is used to disinfect EMS vehicles and other similar uses. It offers the ability to initially completely disinfect a prepared unit in less than thirty minutes. Follow up disinfection procedures would take about twenty minutes or less. For more information on the unit and its capabilities, please go to: <http://www.zimek.com/video-where.html> .

The Region 3 ZIMEK unit will be scheduled through Saginaw Valley Medical Control Authority (SVMCA) and the unit itself will be housed and maintained by MMR in Saginaw, when not in use MMR will be responsible for regular inspection of the unit when returned.

The following is the procedure for scheduling the ZIMEK:

- 1. Contact SVMCA at: 989-583-7940 to check on availability and schedule your dates for the machine.**
 - a. Generally, the ZIMEK unit will be rotated on a first come – first served basis unless an agency has an emergent need.
 - b. Each agency will be scheduled for use of the unit in 7 day blocks. Smaller agencies may just need it for a couple of days, larger may need it longer, but we'd like to try to keep it to 7 day blocks, if possible.

- 2. Transport of the ZIMEK unit will be the responsibility of the receiving agency.**
 - a. Generally, it should be only transported in an ambulance or other enclosed vehicle (van, pick up with topper, etc.) The ZIMEK should be secured during transport so it is not damaged.
 - b. Limited cleaning supplies will be housed at MMR in Saginaw with bulk supplies stored in the Region 3 warehouse. MMR will obtain additional supplies from the Region as needed.
 - c. The ZIMEK unit **MUST NEVER BE TRANSPORTED WITH CLEANING AGENT IN IT!** Make sure to drain ALL liquids from the unit before transport.

- d. Cleaning of the unit is the responsibility of the agency using the unit. DO NOT expect MMR to clean the unit for you. If the Zimek unit is returned damaged or in need of cleaning, MMR will contact the Regional Coordinator to inspect the unit. If the Zimek unit is returned in need of cleaning, the agency that had signed it out will be billed \$250.00 to cover cleaning. If the unit is returned damaged due to misuse or abuse or with parts missing or damaged, the agency that had signed it out will be billed for any needed repairs or replacement costs.
- e. The receiving agency is responsible for inspection of the unit upon receipt. Any damage or problems are to be immediately reported to the Regional Office.

3. Use of the ZIMEK unit

- a. **The ZIMEK unit must be used following ALL instructions supplied by the manufacturer and only using approved cleaning solutions.**
- b. Gross decon of the ambulance or other application must be performed prior to use of the ZIMEK.
- c. Any malfunction or damage shall be reported to the Region 3 Healthcare Preparedness Office immediately. Damage to the ZIMEK, either abuse or misuse of the unit, found to be the responsibility of the agency using the unit will be charged to that agency.
 - i. The unit will be immediately returned to the Region 3 office.

4. Emergency use of the ZIMEK

- a. In the event the ZIMEK is needed for emergency disinfection of an ambulance or other appropriate use, a request should be made through the Region 3 Office at **989-758-3712** or pager **989-222-9946**. The agency holding the ZIMEK unit will be responsible for delivery of the unit to the requesting agency, unless other arrangements are made.

5. Storage of the ZIMEK

- a. When not in use, the ZIMEK must be stored in an environmentally controlled and secure space. It must not be allowed to freeze.

Contact the Region 3 Office with any questions or problems.

This Protocol has been reviewed and approved by the Region 3 Planning Board on May 24, 2010.