



## 2.0 **Scope**

This policy covers:

- the design, installation, and maintenance of electrical wiring and wiring components, including temporary and permanent wiring, pull boxes, junction

- ensuring that the policy is implemented and all requirements are followed, including for RPTs
- informing Facilities or Real Estate (offsite locations) of installation of new equipment
- arranging for the installation of electrical outlets or circuits for new equipment
- ensuring proper operation and maintenance of equipment, including the retaining of the manufacturer or authorized agent to perform required maintenance and repairs

3.4 **Project Managers** are responsible for implementing the policy on their projects. Their responsibilities include, but are not limited to:

- ensuring that work involving electrical wiring and wiring components is filed, inspected, and closed out with the local Department of Buildings or the appropriate authority having jurisdiction
- ensuring that contractors and employees install and maintain wiring and wiring components in accordance with this policy
- conducting (or coordinating) daily inspections during the project duration and following up on identified issues
- coordinating close-out inspections by licensed electricians from Facilities
- ensuring that contractors correct the identified deficiencies, and withholding final payment until every deficiency is corrected

3.5 **Clinical staff who use RPTs** are responsible for:

- completing training provided by Clinical Engineering on capacity of RPTs and proper use
- Ensuring proper use of RPTs within patient care areas

RPTs are approved by the following: (i) 2 (de) 4 (nt) 2 Tf8.0i) 2 (ng) 10 ( up on i) 2 (de) 4 (c) 4 (ont) 2-2 ( t) 2 (a(i

**4.0 Electrical wiring and wiring components**

4.1 All employees and contractor personnel who engage in work that involves electrical wiring or wiring components shall:

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- 4.9 Facilities, Real Estate, or building management shall tie in the contractor's temporary lighting and power system. T


- Extension cords used in wet areas must be GFCI protected. A limited number are available in the Facilities Department stockroom and the electrical shop.

#### 5.5 Relocatable Power Taps (RPTs)

- RPTs may be used for non-patient care equipment such as computers/monitors/printers, and in areas such as waiting rooms, offices, nurse stations, support areas, corridors.
- RPTs and power strips used in patient care rooms shall comply with all requirements of NFPA 99 (2012) and NFPA 101 (2012)
- RPTs shall only be used in anesthetizing locations if they are permanently attached to the equipment.
  - Clamp-mounted RPTs are not permanent.
  - Clamp-mounted RPTs shall be installed by Clinical Engineering, Facilities, or MCIT.
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- Extension cords and RPTs may be used during an emergency to prevent the loss of life or property without prior approval from the EOC committee.
- Designated extension cords and RPTs, located at the nurse's station on each patient floor, may be used during loss of electrical power (see Safety Policy 117, Emergency Power).
- Extension cords and RPTs approved for use or used in an emergency must be either
  - Underwriters Laboratories (UL) listed, double insulated, with grounded cords, or
  - manufactured by the staff electricians, under direction of the Manager of Electrical Systems

## 6.0 Use of electrical equipment

- 6.1 All equipment shall be visually examined by the user prior to use to ensure there are no obvious defects or damage. If there is any defect, damage or question by the user, the equipment must NOT be used. The manufacturer, contractor or staff electricians shall be contacted.
- 6.2 Electrical cords must not be frayed or damaged in any way.
- 6.3 All plugs must be grounded-type plugs; three-prong to two-prong adapters are not permitted.
- 6.4 Ungrounded equipment must be manufactured with non-metallic casing and be UL listed. All ungrounded equipment must have double insulated wire. (i.e., labeled double insulated or Class II, or bearing this symbol ).
- 6.5 Equipment with IEC listings only are not permitted unless approved by the licensed electricians from Facilities.
- 6.6 If a circuit breaker trips upon activation of the equipment, the circuit breaker or ground fault (if a GFCI outlet) shall NOT be reset. Facilities or Real Estate must be called immediately.

## 7.0 Performance monitoring

EH&S shall conduct QA inspections for electrical deficiencies in conjunction with Hazard Surveillance inspections and QA inspections for penetrations.

## 8.0 Emergency procedures for electrical shock





	<p>L. Wetstein, Clinical Engineering          NYU Langone Hospital Environment of Care (EOC) Committee          NYU Langone Orthopedic Hospital EOC Committee          NYU Langone Hospital –Brooklyn EOC Committee          NYU Langone Hospital – Long Island EOC Committee          Family Health Centers at NYU Langone EOC Committee</p>
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**Summary of Revisions**

Revision date	Section	Changes
July 2021	3.4	Clarifies PM responsibilities for closing out projects
	4.1	Updates code requirements
	5.1	Updates to include close out inspection requirements outside of NYC
	5.6	Adds use of designated extension cords and RPTs at nurse’s station during power outages
	Appendix A	Updates to Relocatable Power Tap (RPT) Assemblies
March 2021	Throughout	Changes NYU Winthrop to NYU Langone Health-Long Island
October 2019	1.0	Incorporates Winthrop and NYU Long Island School of Medicine
	3.2	Adds responsibilities at Winthrop
	7.1	Update LSC code reference, and remove reference to categorical waiver.
	Reviewed by	Adds review by NYULH-B Facilities and NYU Winthrop Hospital

