Encompass Preventive Maintenance Checklist

Technician Info:					Info:	
Company Name			Company Name			
Name				Doctor Name		
Preventive Maintenance Completion Date:						
Preventiv	e Maintenance Completion Date:					
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					ZipPhone	
Machine 1	Info: Machine Serial # Tu	behead Se	rial #			
1.	Visual Inspection					
	Plastic Covers	Pass	∏Fail	□N/A	Action Taken	
	Tubehead Serial Match	Pass	∏Fail	□N/A	Action Taken	
	Standard Panoramic Chin Rest Edentulous Chin Rest	□Pass □Pass	∏Fail ∏Fail	□N/A □N/A	☐Action TakenAction Taken	
	Sinus Chin Rest	Pass	Fail	□N/A	Action Taken	
	Bite Guides	Pass	Fail	□N/A	Action Taken	
Patient Handlebars Pass Fail N/A Action Taken						
Cables Inspection - Verify cables are plugged in securely, and free from wear						
	Under top cover	Pass	☐Fail	□N/A	Action Taken	
	Under power supply cover Behind tubehead cover	Pass	□Fail	□N/A	Action Taken	
	Under the ceph hood	□Pass □Pass	∏Fail ∏Fail	□N/A □N/A	☐Action TakenAction Taken	
	Labels and Decals	Pass		□N/A □N/A	Action Taken	
	Fuses on hand	Pass	Fail	□N/A	Action Taken	
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2. 3.	Exposure Button and/or Remote Switch Assembly Display Panel	□Pass	□Fail —	□N/A	Action Taken	
	Keypad Buttons function properly	Pass	∏Fail	□N/A	Action Taken	
	Display Readout	Pass	□Fail	□N/A	☐ Action Taken	
4.	Radiation light / LED Stability Of Unit	Pass	□Fail	□N/A	Action Taken	
4.	Unit is level/free of wobble	Pass	∏Fail	□N/A	Action Taken	
	Verify patient laser light alignment	Pass	Fail	□N/A	Action Taken	
5.	Inspect Screw Drive Motor					
	Test for noise	Pass	□Fail	□N/A	Action Taken	
	Test for motor drift	Pass	□Fail	□N/A	Action Taken	
	Test limit switch function	Pass	□Fail	□N/A	Action Taken	
6.	Sensor (Pan)	Пъ	□E 11	□ > ₹/A		
	Sensor Covers Lanyard	□Pass □Pass	Fail □Fail	□N/A □N/A	Action Taken	
	Sensor installs properly	Pass		□N/A	☐Action TakenAction Taken	
	Sensor lock works properly	Pass	Fail	□N/A	Action Taken	
	Sensor Fan function	Pass	□Fail	□N/A	Action Taken	
	Sensor, Pins and Connector board free of damage	Pass	□Fail	□N/A	Action Taken	
7.	Sensor (CEPH) Sensor installs properly	Pass	□Fail	□N/A	☐Action Taken	
	Sensor lock works properly	<u></u> 1 ass		LIN/A	Action Taken	
	Sensor, Pins and Connector board free of damage	Pass	□Fail	□N/A	Action Taken	
	Sensor Fan function	Pass	□Fail	□N/A	Action Taken	
8.	Arm Rotation					
	Test for noise	Pass	Fail	□N/A	Action Taken	
	Verify no damage to arm support	Pass	☐Fail	□N/A	Action Taken	
	Verify drive belt tension	Pass	□Fail	□N/A	Action Taken	
	Tightness of rotating arm bolts Verify X motor tightness	□Pass □Pass	□Fail □Fail	□N/A □N/A	☐ Action Taken	
	Verify Y motor tightness	Pass		□N/A	Action Taken	
9.	Cephalometric Arm	uss				
	Ceph pad functions properly	Pass	□Fail	□N/A	Action Taken	
	Carriage moves forward to back	Pass	□Fail	□N/A	Action Taken	
	Screw lubrication	Pass	□Fail	□N/A	Action Taken	
	Harness location/condition	Pass	☐Fail	□N/A	Action Taken	
	Drive belt tension and tracking	Pass	□Fail	□N/A	Action Taken	
	Properly aligned ear rods	Pass	□Fail	□N/A	Action Taken	
10.	Mechanical Alignment (If serviced, recalibrate)					
	Panoramic Carbalametria	Pass	□Fail	□N/A	Action Taken	
11	Cephalometric Calibrations	Pass	□Fail	□N/A	Action Taken	
11.	Panoramic	Pass	□Fail	□N/A	Action Taken	
	Cephalometric	Pass	Fail	□N/A	Action Taken	
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ranoram	ic Certified Technician's Signature/Date			custome	ers' Signature/Date	

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