

## To do list for **REOPENING** from extended shutdown.

### CHECK THAT ALL MASTER SWITCHES ARE ON!

1. Shock the water lines a few days before opening office for patients. Follow all product manufacturer recommendations for completing the process.
2. Replace water bypass filter if available. Recommend having this done as soon as possible if no water has been flowing through filter.
3. Turn on water master switch. Ensure there is water flow to the treatment rooms and wet ring vacuum pump.
4. Flush water lines. Open sinks and allow water to push through drains.
5. Turn on air compressor master switch and allow to fill office air lines. Compressor should shut off once proper air pressure is reached.
6. Turn on vacuum master switch and allow vacuum system to maintain uninterrupted power.
7. Power on water purification system. Flush lines for a few minutes.
8. Turn on delivery units master switch. Push air and water through handpiece tubing, scalers and a/w syringes. This will allow the air compressor to cycle. Listen to ensure it is cycling air pressure properly.
9. Change vacuum trap filters in treatment rooms. Open HVE and SE valves to ensure suction and proper operation.
10. Fill autoclaves/sterilizers with distilled water and operate a couple test cycles.
11. Fill cassette sterilizers waste bottles to proper indicated level.
12. Add solutions to the Hydrim and run a test cycle or two.
13. Power up treatment room workstations. Ensure practice management and imaging software is functioning.
14. Turn on x-rays and test with sensors, phosphorus plates or film.
15. Fill film processor with chemicals and run cleaner film through racks.
16. Add water and chemistry to ultrasonic cleaner. Perform foil test to confirm proper operations.
17. Install new plaster trap if available. Run model trimmer allowing to test and flush water line.
18. Fill milling machine coolant tank.
19. Power on any other small equipment and perform quick test of the equipment.
20. Test functions of treatment room chair:
  - Check light functions
  - Test/check water quality if kit is available.