

Appendix B. Tracy Standing Operating Procedures

U.S. Army Medical Material Agency
 Maintenance Engineering & Operations Directorate
 Medical Maintenance Operations Division, Tracy California

External Standing Operating Procedures

MCMR-MMM-DC

April 2004

1. Purpose

To provide guidance to units and organizations requesting services from the USAMMA's Medical Maintenance Operations Division-California (MCMR-MMM-DC) at Defense Distribution Center, Tracy Location, Tracy CA 95376-5050.

2. Scope

These procedures are applicable to all units and activities requesting support.

3. Mission

The USAMMA Medical Maintenance Operations Division, Tracy, provides depot-level services and functions in support of x-ray equipment and Special Purpose Test Measurement Diagnostic Equipment.

4. Hours of Operation

Normal duty hours are 0500 to 1530 (PT) daily Monday through Friday, excluding holidays. A telephone recorder is available on DSN 462-4557 or commercial 209-839-4557 and will record messages after duty hours. When leaving messages please speak clearly so your message will be understood. If you require a response, leave your name, telephone number, and the work order number, if available. Recorded calls will be responded to on the following workday.

	Commercial	DSN
Chief	209 839-4556	462-4556
Shop Supervisor	209 839-4560	462-4560
Production Control	209 839-4557	462-4557
Fax	209 839-4563	462-4563
Website	http://www.usamma.army.mil/maintenance/index.html	

5. Services Available

5.1. All TO&E except optical equipment

5.2. All equipment listed in the table below

5.3. On-site technical assistance (request must be made to USAMMA)

5.4. X-ray acceptance inspections (request must be made to Headquarters, USAMMA)

5.5. Telephonic technical assistance

5.6. X-ray repair and return services

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5.7. Calibrate and repair special purpose test, measurement, and diagnostic equipment

5.8. Training

NOMENCLATURE	MODEL NUMBER
Shelter Expandable which include	
Continental, VP-4s, and CTs	
X-Ray Apparatus Field Dental	D3152/Siemens
X-Ray Film Processing Machine	AFP14X-3MIL/AFP
Collimator, Over Table	70-40001/Trex
Collimator, Under Table	70-40004/Trex
Spot Film Device	CS-8952/Trex
X-Ray Porta-ray	1200/Dynarad
X-Ray Processing Machine	Curix60/Agfa
X-Ray Apparatus Dental	Alpha MPDX/Dynarad
X-Ray Apparatus Radiographic	Clinix VP-4/Picker
<u>TUBEHEADS</u>	
X-Ray Tubes	B100/Varian
	Sapphire 150 th /Varian
	Emerald/Varian
	Diamond 150 th /Varian
	PX-1312C/Dunlee
	PX-1301C/Dunlee
	PX-1302CQ/Dunlee
	PX-1351C/Dunlee
	PX-1352C/Dunlee
	PX-1402CQ/Dunlee
	PX-1402EQ/Dunlee
	PX-1412CS/Dunlee
	PX-1412CQ/Dunlee
	PX-1436CQ/Dunlee
	PX-1436EQ/Dunlee
	PX-1436ES/Dunlee

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NOMENCLATURE	MODEL NUMBER
(continued) X-Ray Tubes	PX-1429EQ/Dunlee
	PX-1482AQ/Dunlee
	Maxi Ray-75/General Electric
	Maxi Ray-75R/General Electric
	Maxi Ray-75AMX/General Electric
	Maxi Ray-75FLXR/General Electric
	Maxi Ray-76 18NR/General Electric
	Maxi Ray-100/General Electric
	Maxi Ray-100 18NR/General Electric
	Maxi Ray-100 FLXR/General Electric
	BI-150/Siemens
	350-10/Phillips
	500541/1200/Dynarad
<u>TMDE EQUIPMENT</u>	
Meter X-Ray Calibration Multimeter Radiographic, w/mAs Meter X-ray Calibration & Verification System	UNFORS, 710-L PMX-III; 07-472 07-457; 07-472; 07-473
Gas Flow Analyzer Calibrator Gas Flow	VT-Plus RT-200
Anesthetic Gas Analyzer	Riken 1802D
CO2 Analyzer	2820
Analyzer NIBP	Cufflink
IV Pump Analyzer	IPT-1
Defibrillator Analyzer TPA Tester Defibrillator	Impulse 4000 DT2000A
Densitometer, SU150/P	07-423
Simulator, Medical Function Calibrator Generator, ECG	215M ECG 100
Computer, Laptop	Various
Foot Candle Meter	9-118
Oscilloscope, Digital	THS720P
Wattmeter, Ultrasound Therapy	UW-4 UMR 3-C UMR 3-D
Simulator, Pulse Oximetry	INDEX 2M _{FE} Cardiosat EF

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NOMENCLATURE	MODEL NUMBER
Test Cassette, X-Ray	07-467
Test Set, Electrosurgical	454A RF302
Tester, Current Leakage	232M
Tester, Ventilator	Pneuvview 36000I

6. Requesting Services

6.1. Prior to sending any nonstandard medical equipment not listed in the table above, call DSN 462-4557 to ensure that the items can be supported at this Division.

6.2. When shipping equipment for repair or service, please use the following address:

U.S. Army Medical Materiel Agency
 Medical Maintenance Operations Division
 Building T-255, Tracy Site
 25600 Chrisman Road
 Defense Distribution Center
 Tracy, CA 95304
 DODAAC: W62SEV

6.3. All units, organizations, facilities or agencies other than Active Army (P84 and medical P1 funded) are required to reimburse USAMMA for all services. Army National Guard and U.S. Army Reserve units are not required to submit fund citations as their respective Headquarters provide funds on an annual basis to cover their medical equipment. Funding documentation from other reimbursable customers must include the following:

➤ Document number to include owning DODAAC or UIC, and address
➤ Funding citation
➤ Authorized funding (amount authorized for service)
➤ Point of contact and telephone number
➤ Nomenclature of item
➤ National stock number, management control number, or non-standard number
➤ Quantity of items to include serial numbers
➤ Any accessories, maintenance manuals, or other materiel which may be required to perform services on the equipment
➤ Identification of all accessories

6.4. Questions concerning funding or fund citations may be answered by calling DSN 462-4557 or commercial 209 839-4557.

6.5. All customers may request maintenance services on their medical equipment by submitting either a DA Form 2407 (or the automated equivalent) or DD Form 1348-1, Shipping Document.

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6.6. All equipment that has reusable containers will be shipped in those containers. If equipment does not have reusable container equipment will be packed so that no further damage can occur.

6.7. Place a copy of the document being used as the maintenance request inside the shipping container with the equipment. The transportation personnel or the commercial carrier often removes documents placed on the outside of the container.

6.8. Accessories and maintenance manuals must be sent with the equipment to prevent delays in the repair or service. All accessories or materials sent with the equipment shall be indicated in the remarks section of the DA Form 2407 and DD Form 1348-1 or by other documentation.

6.9. The Maintenance Expenditure Limit (MEL) shall be included in the remarks section of either the DA Form 2407 or DD Form 1348-1. Failure to include the MEL will result in delay of repairs.

6.10. When Active Army units submit equipment to the MMOD-CA that belongs to another unit, the owning unit, address, and DODAAC will be given in the remarks section of either the DA Form 2407 or DD Form 1348-1. Unless otherwise specified, after repairs are completed the equipment will be returned to the owning unit.

6.11. Equipment items not listed in 5. Services or on the USAMMA Maintenance website should not be sent without prior coordination.

6.12. The USAMMA Medical Maintenance Operations Division-California (MMOD-CA) is not responsible for billing reimbursable customers. For questions concerning billing call USAMMA's Resources Management Division at DSN 343-2111 or commercial 301-619-2111.

6.13. Any questions regarding MMOD-CA's services, work order status, complaints, technical assistance or general information may be answered by calling DSN 462-4557/4556/4560 or commercial 209 839-4557/4556/4560. Please have the work order number available when you call.

7. Direct Exchange of X-ray Tube Heads

An exchange for x-ray tubes may be requested by calling customer assistance at DSN 462-4560/4556 or commercial 209-839-4560/4556. A questionnaire will be faxed to your activity to determine the appropriate information for the exchange.

8. Medical Standby Equipment Program

The USAMMA MMOD-CA provides a Medical Standby Equipment Program (MEDSTEP) for selected x-ray equipment. A list of the MEDSTEP assets available at the MMOD-CA is published periodically in the SB 8-75 Series Bulletins. MEDSTEP assets may only be utilized to provide serviceable temporary replacement for equipment being serviced at the MMOD-CA. The USAMMA Maintenance Engineering and Operations Directorate must approve exceptions. Exceptions may be requested telephonically by calling DSN 343-4365 or commercial 301-619-4365. Once the owners original equipment is received back, the MEDSTEP item, to include all accessories, must be returned to the MMOD-CA. Reimbursable customers that use

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MEDSTEP must provide funds as necessary to restore the MEDSTEP item back to serviceable condition.

9. Cannibalization Point

The USAMMA MMOD-CA maintains unserviceable assets of selected medical equipment for cannibalization. Authorized customers may request parts from cannibalization for mission critical medical equipment when parts are not available from any other source.

10. Training

Repair and calibration training of various x-ray equipment is available. Training is tailored to meet your requirements. Training can be provided either in your facility or in the Division facilities. On-site training costs are based upon travel, per diem, the labor rate and training hours. Contact us about your needs at DSN 462-4556 or commercial 209-839-4556.

11. Test Measurement, and Diagnostic Equipment (TMDE)

All field medical unit special purpose TMDE-SP such as defibrillator testers, electro surgical test sets, and x-ray calibration sets are supported with repair and calibration services. To maintain capability when TMDE-SP is turned in for repair or calibration a like item may be borrowed.

Chief, Medical Maintenance
Operations Division
USAMMA