TROLLEY MAINTENANCE LOG

Trolley Serial #:_____

Intake HEPA Change:___/____ **Exhaust HEPA Changed:**___/___

Date	Initials	Air Exhaust Pre-Filter Δ	Intake Pre-filter & Hoses Cleaned	Air Intake Pre-Filter Δ	Trolly Certified	HEPA Filters Δ/Decon
		enter date/initials and √ boxes				
		E2wks	E3mo	E12mo	E12mo	PRN

Trolley Air Exhaust Pre-Filter is changed every 2 weeks
1.With trolley running pre-filter is spritzed w/Sporicidin & bagged-out.
2.Trolley exhaust area is wiped w/Sporicidin & new filter installed.
3.Dirty exhaust filter bag is spritzed w/Sporicidin & removed for disposal

Trolley Rack Hoses are changed every 3 months
1.Hoses are removed & capped with glove – do not create aerosols.
2.Hoses are spritzed w/Sporicidin & removed to dirty CW for cleaning/decon

Trolley Air Intake Pre-Filter is changed/ sanitized every 12 months

Trolley Certification every 12 months

Trolley HEPA Filters Δ/Decon = 3 yrs/as needed - indicate intake (IT) or exhaust (EX) HEPA