

Instructions for Dialysis Carbon Rebedding

June 18, 2013

Prior to Sales Order:

1. Customer / Sales to provide details on the product they wish to order.
 - a. Carbon Quantity
 - b. Iodine Number
 - c. Mesh Size
 - d. Acid Washed? Yes or No
2. Customer /Sales to determine EBCT and total flow (permeate & reject).

Preperation:

1. Shipping and receiving to verify that specifications listed on the carbon coming in matches the specifications on the packing slip and internal sales order.
2. Technician to verify the carbon to be used meets 510k and customer requirement which is located in their file and on the work order.
3. Verify quantity needed matches what we are bringing to the site.
4. Determine where we will dispose of spent carbon.
5. Verify proper tools are on service truck.
6. Obtain complete service work order with on site contact information.

On Site:

1. Upon arrival, check in with person in charge and verify work that will be done.
2. Shut off RO system.
3. Backwash existing carbon.
4. Shut off water and relieve pressure.
5. Disconnect power.
6. Disconnect other wiring if necessary.
7. Disconnect carbon controls from plumbing.
8. Remove control valve from the media tank by turning counterclockwise.
9. Insert siphon hose in outlet manifold to remove water from tank.
10. Vacuum out carbon into a drum.
11. If underbedding is present, leave in place.
12. Inspect tank to make sure it is empty. It is normal that a trace of carbon will remain.
13. Visually inspect condition of tank interior and outlet manifold.
14. Load tank with new carbon.
15. To minimize carbon dust a vacuum line is attached to the outlet manifold, a funnel is attached to the top of the tank(where the carbon is poured into) and a shop vacuum with a dust filter is used simultaneously as the carbon is poured to collect dust. This eliminates almost all dust from the room being worked in.
16. Disconnect vacuum and funnel.
17. Verify dry freeboard of carbon and record on work order.

18. Reinstall control valve.
19. Reconnect plumbing.
20. Reconnect any wiring if necessary and plug in unit.
21. Advance timer into fast rinse setting.
22. Turn on inlet water until there is more water than air coming at the drain.
23. Shut water off .
24. Advance control into backwash position.
25. Slowly turn on inlet water to remove remaining air from tank.
26. Advance control into fast rinse and let run for 2-4 minutes.
27. Shut water off to relieve pressure.
28. Return control to backwash.
29. Slowly open inlet valve for a second time and drain for carbon.
30. If carbon is present, shut water off and check for air in backwash and repeat fast rinse.
31. If carbon is not present, continue to open inlet slowly until wide open and allow unit to fully backwash and rinse so it is ready for service.
32. As unit is backwashing and rinsing, remove equipment from room, clean up and vacuum floor, then wipe floor down.
33. Dispose of carbon onsite if possible.
34. Open outlet valve and check to be sure bypass valve is closed.
35. Verify unit is in service position.
36. Request staff to start RO system to make sure system is operational.
37. Verify with staff job is complete prior to departure and obtain signature on service work order.