



Designers and Manufacturers of Mobile Health Clinics

ADI Mobile Clinic Shut-down Check List

Preparing to travel – Before Departure:

- Remove the entry step jack brace and stow.
- Put the “**Vehicle Key**” in the accessory position, select “**Auto Store**” (left, middle button on touch pad) to begin jack auto retract sequence. Allow jack retraction sequence to continue at least 10 minutes **after** travel light has come on and red “**Jack**” dash warning light has gone off to complete draining of hydraulic fluid from the system.
- Lock and secure any mobile cabinets.
- Lower the dental chairs to lowest position for transport (if applicable).
- Lower the panoramic x-ray to lowest position (if applicable).
- Secure the X-ray unit in the docking station with the 2 straps (if applicable).
- Exam lights are secured with a ball bungee cord: handle should be **Sideways** to the head rest. **Do not face the lens to the headrest.**
- Bungee cord the chair delivery arms to the chair seat (if applicable).
- Secure the Doctors and/or Assistants stools in their “docking” locations with straps.
- Drain the ultrasonic equipment (if applicable).
- Flush the Vacuum lines with 2 quarts of non-foaming, non-corrosive vacuum solution (if applicable).
- Check to make sure that the Autoclave and any other equipment is secure and locked (if applicable).
- Clear the counters so that no equipment or loose items remain that could roll or fall during transit.
- Close and secure all the cabinet doors.
- Secure all pocket doors, accordion doors and privacy curtains with the transit straps.
- Complete the maintenance log.
- Turn all zone AC thermostats to “off” at each thermostat to allow the AC auto decompression sequence to complete.
- Check the tank levels. If the fresh water tank is full, the gray water tank should be empty! Both tanks should never be full at the same time.
- Shut down the 120/240 VAC electrical panel: circuit breakers are all switched to the “**OFF**” position.
- Shut down the 12 VDC panel.
- If the UVL (Under Vehicle Wheelchair Lift) has been used make sure it has retracted and is stowed completely (if applicable). If coach engine does not start it may be the UVL safety interlock that prevents starting if the UVL is improperly stowed.
- Turn off the LPG (propane) valve located under the UVL compartment (Cargo Door).

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- Stow the power cord, cord covers, jack blocks, traffic cones and entry mat.
- Turn off the generator master power switch (if applicable).
- Close & lock the basement compartment doors.
- Turn off the Entry door auto-step lock-out.
- Walk counter clock-wise around the outside of mobile clinic. Verify that the jacks are retracted, the awning is in, the stair handles are folded in and the exterior lights are off.
- Check the vehicle turn signals and lights.
- After starting to move, while in the parking lot, brake sharply to verify all the equipment, cabinets and stools are secured. **Be sure to check your mirrors and warn your passengers first!**

At parking / storage location:

- Close all the window shades and curtains. Lock the windows closed and close all the vents.
- Plug in the large 120/240 VAC, 50 amp, shore power cord.
- Plug in the battery charging cord (orange - 120 VAC, 15 amp) using the 14-50P adaptor to connect it to the large shore power cord to maintain batteries, operate the propane furnace and freeze protection systems (if applicable).
- At the electrical panel turn “on” the “**MAIN**” (top left) circuit breaker.
- Turn “on” the “**Freeze Protection**”, “**Block Heaters**”, “**Battery Charger**” and any other applicable breakers at the electrical panel (See ADI Mobile Clinic Freeze Protection Check List).
- Turn on the “**Night Charger**” circuit breaker (if equipped).
- Verify the compartment lights are off and turn off the convenience light.
- Lock the door and set the alarm (if equipped).