

Medical Equipment Service Report Sample Format

The **medical equipment service report sample format** provides a standardized template to document maintenance and repair activities effectively. It ensures accurate recording of service details, enhancing equipment reliability and compliance. Utilizing this format helps streamline communication between technicians and healthcare facilities.

Service Report Details

Report No.	Date	
Technician Name	Contact No.	
Healthcare Facility		
Department	Location	

Equipment Details

Equipment Name	Model No.	
Serial No.	Purchase Date	
Asset/Inventory No.	Warranty Status	

Service/Repair Details

Date & Time	
Type of Service	
Problem Reported	
Action Taken	
Spare Parts Used	
Remarks	

Authorization

Technician's Signature	Date	
Facility Representative Signature	Date	