

GUIDANCE FOR THE USE OF STANDARD ARMY MAINTENANCE SYSTEM-ENHANCED (SAMS-E) FOR MEDICAL EQUIPMENT MAINTENANCE OPERATIONS AND READINESS REPORTING

All Army Activities owning medical equipment and using SAMS-E to capture maintenance data for maintenance significant equipment will use SAMS-E for medical maintenance operations and management.

Following these processes ensures that equipment and equipment maintenance services are loaded into the SAMS-1E; ensures that all scheduled and unscheduled maintenance transactions are captured accurately—unit and support—in local SAMS-E computers and routed through Administrative Control Channels to LOGSA/LIW; and allows units to roll up medical equipment information with other equipment commodities' information for USR.

1. Configuration:

Units with 68A –

Description of Host/Client - When establishing the unit host-client relationship (see image on page 7), maintenance significant medical equipment is loaded into the non-medical equipment SAMS-1E and accessed by the medical maintenance SAMS-1E. All maintenance significant medical equipment can be identified and verified through coordination with the unit Proper Book Officer and the component hand receipt holder.

Identify all supported customers and work with Information System Operator-Analyst, MOS 25B, to coordinate SAMS-E communication contact information between the supporting and supported units SAMS-E computers

Coordinate maintenance support schedules with supported customers and when in garrison conduct medical maintenance in conjunction with motor stables

Provide routine equipment status updates (done through the daily inop interface) to supported customers

Units without 68A –

Must ensure that maintenance significant medical equipment is loaded into the unit's SAMS-1E used to maintain non-medical equipment (e.g. motor pool SAMS-1E). All maintenance activities—scheduled and unscheduled work orders, evacuation to support maintenance, etc--will be conducted using the unit's non-medical SAMS-1E computer. A

list of the unit's medical equipment must be coordinated with the support medical maintenance activity to ensure maintenance support.

All Units (with or without 68A)

Do not use derivative UIC

Create and use the following pre-defined tasks

SPR – Scheduled parts replacement

CL – Calibration

PM – Preventive Maintenance – use a checklist or literature to perform tasks (e.g. lubricate, clean, check maintenance points, minor adjustments)

INSP – Inspection – visual inspection for physical defects

Identify support maintenance activity and work with Information System Operator-Analyst, MOS 25B, to coordinate SAMS-E communication contact information between the supporting and supported units SAMS-E computers

In garrison, coordinate medical maintenance between the support maintenance activity's and the supported activity's training schedules

Confirm that the medical equipment is reported with non-medical equipment through Administrative Control Channels to LIW

Refer to the FORSCOM BCT SOP (see link below) for additional shop operational information and for SAMS-1E configuration (BCT SOP, Appendix J).

<http://go.usa.gov/jxbH>

2. Equipment Management

Use your MTOE and your Component Hand Receipt to identify all reportable and maintenance significant equipment. The unit's accountable officer should be using a component hand receipt; however, if he is not, you should contact your unit accountable officer or the S4, who should be able to help identify the accountable officer.

Validate that the equipment is on the current MMDF; however, if it is not, contact the POC identified in the ALARACT.

Conduct and capture all maintenance actions (operators' PMC and maintainers scheduled and unscheduled services) in the SAMS-1E system

Establish base months for scheduled services of equipment items.

Correctly allocate repair parts to equipment work orders in accordance with the procedures in the SAMS-1E manual

Correctly account for indirect man hours in accordance with the procedures in the SAMS-1E manual

Correctly enter training data in the personnel management module in accordance with the procedures in the SAMS-1E manual

Use correct work order status and work request codes to define equipment status (identified in the enclosed list)

3. Maintenance Management

Ensure that SAMS-E is used to capture all maintenance and maintenance related transactions (repair parts, warranties, etc.) in SAMS-E

Confirm that all reportable equipment is included in Unit Authorization table, the current MMDF, and reported through Administrative Control Channels

Create an account in LIW (<http://go.usa.gov/jx89>) and use the ILAP application to conduct a maintenance significant reconciliation between your maintenance data in SAMS-1E/LIW and your property records in PBUSE. See the instructions in the NMP Hot Topics webpage or call the NMP for assistance at 301-619-3170/4464.

4. DMLSS Work Order Status Reporting to TOE Organizations

Medical Treatment Facilities that support TOE organizations must provide periodic work order status updates. DMLSS data should provide customer units the same level of detail as is available to the customer regarding non-medical equipment.

Work Request Codes that are used in Standard Army Maintenance System (SAMS)	
Code	Remarks
0	Begin NMCE time. Code used at unit level (system generated) and not entered by the

	user.
1	Awaiting deadlining NMCS parts. No further repairs can be made due to lack of NMCS parts. Code can be used at unit level.
2	Stops NMC time. Item remains in the maintenance activity for non-NMC work, e.g., painting. Must be followed by a valid work request status code.
3	Restart NMC time. Must be preceded by a "2" (which stops NMC time). Must be followed by a valid work request status code.
4	Not used at this time.
5	Not used at this time.
6	Re-inspection. Can only be used after a work request status code of 8-rework.
7	Awaiting float transaction. SAMS-1 automatically prompts for a new serial number.
8	Rework, return to shop. If work request is "S" through "Z", an 8 must be used before the job is returned to a work status.
9	Begin intransit time.
A	Awaiting initial inspection. Includes initial inspection, acceptance and parts determination. Code can be used at unit level. At support level, an "A" is usually entered first unless preceded by a "9."
B	In shop. Code can be used at unit level.
C	Awaiting shop. The initial and acceptance inspections have been completed and parts are on hand code can be used at unit level.
D	Deferred. Equip in use, await sched maint (may/may not be await parts) and not hi pri b/c equip is operating but reqrs maint or mod. Codes can be used at unitlvl. Normally used w/non-NMC ORGWON. Can be used w/NMC ORGWON if prec by "2."
E	Awaiting final inspection. Can be used at unit level.
F	Final inspection complete. Includes final inspection and work order/log book completion. NMC time is charged to the owning unit until the NMC fault is corrected and a "U" status is posted at unit level.
G	Test flight, or maintenance operational check. NMC time is charged to the owning unit until the NMC fault is corrected and a "U" status is posted at unit level.
H	Awaiting disposition instructions from a higher source.
I	Awaiting shop while awaiting non-NMC (not NMCS) parts. Cannot be used if due-in parts are NMCS. Code can be used at unit level. Normally used in conjunction with a non-NMC ORGWON. Can be used with an NMC ORGWON if preceded by a "2."
J	In shop awaiting NMCS parts, work continues. The calculation for NMCS/NMCM will remain in NMCM. This code was designed for aircraft but may be used for other items requiring maintenance. Code can be used at unit level.
K	Awaiting non-NMC parts (not NMCS). No further repair actions can be made because the non-deadlining parts are not available. Normally used in conjunction with a non-NMC ORGWON. Can be used with an NMC ORGWON if preceded by a

	"2."
L	EVAC NMCS. Item that was evacuated to another maintenance activity for repair and return and is now in an NMCS status at the other activity. NMC time will be applied to SUPPORT NMCS.
M	EVAC NMCM. Item evacuated to another maintenance activity for repair and return. Code can be used at unit level. NMC time will be applied to SUPPORT NMCM.
N	EVAC Depot. Equip that is in for depot lvl repair, e.g., overhaul/MWO. Code can be used at unit lvl. NMC time will be applied to NMCD for ground/missile and aviation sub-system records and reportable end items. Aviation records will reflect PMCD.
O	Awaiting evacuation. Code can be used at unit level. Allows printing of automated DA Form 2407 at support level.
P	NMC for lack of: facility, tools, test equipment, or completion of intra-shop work requests.
Q	Awaiting estimated cost of damage (ECOD) actions. Items awaiting the release of surveying officer before repairs can be started.
R	Awaiting pickup. Item has been repaired (or appr action taken), and owning unit notified. Before code "R" can be used, work request must be closed. If NMC, NMC time is charged to owning unit until NMC fault corrected and "U" status posted at unit lvl.
S	Closed, completed by this maint facility. Repairs have been completed by support activity receiving end item or component. Work req is closed. If item is NMC, NMC time is charged to owning unit until NMC fault is corrected and "U" is posted at unit level.
T	Closed, completed by other maint activity. Repairs completed and returned by other activity to spt activity. Work request is closed. If item is NMC, NMC time charged to owning unit until NMC fault corrected and "U" status posted at unit lvl.
U	Picked up, must be clsd first. Code can be used at unit lvl. At unit lvl -Clsd ORG WON. All rlted recs on Inop Equip File will be clsd. INOP time stops. DS/GS lvl-Picked up by custmr. SPT WON and rlted DS WOs deletd fr SAMS E at nxt Wkly WO Trnsfr prcs.
V	Closed Requirement satisfied by ORF exchange. If item is NMC, NMC time is charged to the owning unit until the NMC fault is corrected and a "U" status is posted at unit level.
W	Work request closed. Pending turn-in as uneconomically repairable or nonrepairable (classification). If item is NMC, NMC time is charged to the owning unit until the NMC fault is corrected and a "U" status is posted at unit level.
X	Work request closed. It exceeds time limits or maintenance capability (e.g., classification condition code F). If item is NMC, NMC time is charged to the owning unit until the NMC fault is corrected and a "U" status is posted at unit level.
Y	Work request closed. It did not meet acceptance standards. If item is NMC, NMC

	time is charged to the owning unit until the NMC fault is corrected and a "U" status is posted at unit level.
Z	Work request closed or canceled without completion (e.g., initial inspection was not started). If item is NMC, NMC time is charged to the owning unit until the NMC fault is corrected and a "U" status is posted at unit level.

WEBSITE INSTRUCTIONS

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