

## *Memorandum*

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To: All NSH Smart Pump Users  
From: Technology-Enabled Practice Team  
Date: February 5, 2026  
Message: Pump Distribution Requests

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The Technology-Enabled Practice (TEP) team supports the distribution of FK Agilia Smart Pumps with a goal to ensure:

- Pumps are always available for patient care
- Scheduled maintenance is carried out
- Drug libraries are updated
- Batteries are charged

Recently, site-specific requests for pumps have increased, significantly depleting the shared stock typically supplied by the Halifax Infirmary and Victoria General pump garages. To help reduce unnecessary replenishment requests and meet patient needs, please complete the following steps before contacting the TEP team:

1. When your patient no longer requires a pump, return it to your unit's storage location (often a utility closet or other similar area), or to the pump garage if available
2. When a pump is required, check your clinical area: utility room, storage alcoves, or pump garage if your site has one. Pumps sometimes end up being placed under sinks and other less obvious areas for storage. Please have a thorough look around your clinical area.
3. If the pump supply on your unit is low and the site has a Biomedical Engineering department on site, please contact them to see if they have any pumps to spare for your unit.
4. If possible, have someone circulate to other areas in the hospital in search of extra pumps.
5. When pumps cannot be located by following all steps above, please send your request to [smartpumps@nshealth.ca](mailto:smartpumps@nshealth.ca)

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| <p><b>NOTE:</b> Please do not use the Pump Dashboard as the reason for ordering pumps. The dashboard does not currently accurately reflect the real-time physical location or availability of pumps within your facility.</p> |
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