Polycom Equipment: Cleaning Instructions

COVID-19: In response to cleaning requirements, all eCARE equipment should be cleaned with standard 70% Isopropyl Alcohol.

eCARE has deployed two models of Polycom equipment at partnering sites as shown below. These cleaning instructions are applicable for both models.

- **Cleaning the codec and camera outer shell**
  a. Always disconnect the system from power before cleaning and servicing.
  b. Do not spray liquids directly onto the system when cleaning. Always apply the liquid to a soft static free cloth.
  c. Do not immerse the system in any liquid or place any liquid on the system.
  d. Do not use any cleaner that can cause harm to copper or other items that could be part of the unit.
  e. Use cleaning ingredients approved for use on medical equipment, applying to a lightly damp cloth. Allow the unit time to dry prior to powering up.

- **Cleaning the camera lens**
  a. Securely hold the camera while cleaning the lens.
  b. Remove dust and dirt from the lens using a dry soft micro fiber cloth.
  c. Apply a few drops of lens cleaning solution to the soft micro fiber cloth.
  d. Using a circular motion, gently remove oil, fingerprints, and grime from the lens surface working from the center outward.

- **Cleaning the TV monitor**
  a. Always disconnect the TV monitor from power before cleaning and servicing.
  b. Remove dust and dirt from the screen using a dry soft micro fiber cloth with light pressure.
  c. Repeat step (b) above using a damp soft micro fiber cloth with light pressure.
  d. For stubborn marks, use a mixture of 1 part dish soap to 100 parts water on a soft micro fiber cloth using light pressure. Do not spray liquid directly on the screen.