



# Clinical Engineering Service Requests

**Campus and clinic direct line: 2-3440**  
**Off-campus locations: (615) 322-3440**

Please Be Prepared To Provide the Following Information.

1. Equipment Control Number (ECN)  
A tag, similar to the one displayed is attached to each device. It may be on the front or side of the equipment.
2. Customer I.D. (000003233) or Facility Name (Vanderbilt)
3. Department Where Equipment is Located
4. Brief Description of the Service Required
5. Contact Name
6. Contact Number



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