

## STANDARD OPERATING PROCEDURE - 2012

### MANUAL WASHING AND DISINFECTION OF MOBILE EQUIPMENT

**PURPOSE:** To establish a standard operating procedure for cleaning equipment being returned to the Supply, Processing, and Distribution (SPD) decontamination area. Manual cleaning includes removal of all visible soil and proper application of an approved disinfectant. It is used primarily for items that cannot withstand heat, or are moisture sensitive.

**POLICY:** Mobile patient care equipment will be brought to SPD for thorough cleaning between patient use.

**RESPONSIBILITY:** SPD staff or personnel performing SPD type duties.

#### **PROCEDURE:**

1. Upon arrival in the Decontamination area, soiled items must be sorted according to the processing that will be needed. Each type of patient care equipment must be evaluated so that the most appropriate cleaning and disinfecting methods are selected in accordance with the manufacturer's recommendation.
2. Equipment should be inspected for damage to the exterior casing, frayed cords, and electrical wiring.
3. Equipment should be manually wiped down starting at the top and working down. Use a soft, lint free cloth or a soft bristle brush to reach all the grooves, handles, and hard to reach areas.
4. Use a mild detergent to remove gross contamination and rinse with clear water. Rinse should be followed by a wipe down with an approved disinfectant solution as recommended by your facility, i.e., fungicidal, bactericidal and/or tuberculocidal. Always follow manufacturer's recommendations for use of the solutions.
5. Assure that the equipment does not get excessively wet or allow moisture to get inside of the casing.
6. Wash casters and wheels last and make sure they are functioning properly.
7. Minor preventative maintenance should be done after cleaning by inspecting filters, tightening screws, etc. If major repairs are necessary, the equipment will be tagged and sent to Biomed for repair. SPD will process a work order for equipment repair tracking.
8. Non-functioning or damaged equipment will be cleaned and disinfected the same as all other equipment before being sent to Biomed. Also, when the equipment is returned after repair, it must go through another cleaning/disinfecting process before being put back into use.

9. Equipment is to be labeled and covered with an impervious cover to show that it has been cleaned and/or disinfected. Label will have date cleaned and initials of inspector. After inspection the equipment will be stored in the clean/sterile storage area.

10. Equipment must remain covered during transport to user area and until used. Any equipment found uncovered will be considered dirty and in need of reprocessing.

Reference: VA Handbook 7176, Supply, Processing and Distribution Operational Requirements  
Central Service Training Manual - IAHCSM