

Facility number:	Date:			
General				
Action	Yes	No	Comments/How?	Source

Basic general hospital data

Hospital type			Primary/Secondary/Tertiary/other...	8
Total number of beds				7
Number of operating theatres				7
Number of surgeries per year				7
Number of laparoscopic surgeries per year				7

Sterile Supply general information

Number of Sterile Supply Department (SSD) staff				7
Number of Operating Theater nurses				8
Number of Biomedical technicians				8
Who reprocesses the laparoscopic instruments			e.g: nurses/SSD staff/technicians	8

What reprocessing standards are followed?				7
There is record keeping of sterile reprocessing				
There is periodic review of reprocessing performance				
Product descriptions/documentation are available for all products to be sterilized				7
There is a procedure for new materials/instruments				7
Disposables are being reprocessed and reused				7
What types?				
How often are they reprocessed before discarding?				
Number of reuses is documented				7

How many full sets of laparoscopic instruments are available?				8
For instruments that can be disassembled, (manufacturer) instructions are available for disassembly				4,7
There is a written procedure for manual cleaning				7
There is a protocol for repair of instruments				7

Description of cleaning facilities in the Operating Theater (OT) area

Action	Yes	No	Comments/How?	Source
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Are all surgical instruments cleaned in the OT area?				8
How often are the OT and cleaning areas cleaned?				7
Sinks are cleaned at the end of the day				7

Personal protection

Sufficient personal protection equipment is available such as				4,7
Thick gloves of different materials				7
Watertight aprons with long sleeves				7
Safety goggles				7
Splash screen				7

Equipment in the OT area

Brushes for outside surfaces of instruments				4,7
Brushes for inside hollow instruments				
Compressed air gun				7
Water gun				7

Hand Shower
 Ultrasonic cleaner
 Flash autoclave
 Compressed Air
 Sink where instruments are rinsed
 Other equipment e.g.

			7
			3
			8
			8
			8

Surgeon washes hands in sink where instruments are cleaned
 Where are disinfectant trays placed?
 What sort of disinfectant tray is used?
 How often are the disinfectant trays cleaned?
 How often are the rinsing trays cleaned?

			8
		In OT/outside OT/In SSD	8
		Plastic/Stainless steel/other	8
			8
			8

Description of the Sterile Supply Department

Action	Yes	No	Comments/How?	Source
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There is a Sterile Supply Department (SSD) in the hospital
 Regular and laparoscopic instruments are fully processed in the SSD
 The SSD is cleaned daily

			8
			7

There are separate rooms for processing dirty, clean and sterile goods
 Movements of sterile and contaminated goods is strictly separated
 There is a dedicated storage area with racks

			4,7
			1,4,7
			1,4,8

Personal protection

Sufficient personal protection devices are available such as
 Gloves of different materials
 Watertight aprons with long sleeves
 Safety goggles
 Splash screen

			4,7
			7
			7
			7
			7

Cleaning equipment available in SSD

Water gun
 Hand Shower
 Brushes for outside surfaces of instruments
 Brushes for inside hollow instruments
 Washer-disinfector
 Ultrasonic cleaner
 Drying machine
 Compressed air gun
 Other equipment

			7
			7
			4,7
			3
			3
			8
			7
			8

The used cleaning agents are suitable for the washer-disinfectors

			7
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Inspection and assembly area

Insulation tester
 Microscope
 Composition reference (paper or computer)
 Heat sealer for sealing pouches

There are composition (basket) sets of instruments
 Instrument sets compositions (baskets) are documented
 Of each set a photograph is available

			7
		On paper/digital/other..	7
			7

There are multiple laparoscopic instrument sets for consecutive surgeries

Packaging materials available for sterilisation/storage

- Cotton sheets
- Crepe paper
- Non-woven sheets
- Sterilization paper bags
- Sterilization pouches
- Schimmelbush drums
- Filter drums
- Sterilization containers

			4,7
			7
			7
			7
			7
			7
			7
			7
			7
			7

Sterilization area

Sterilizers available

- Steam sterilizer
- ETO steriliser
- Sterrad steriliser
- Formaldehyde steriliser
- Other

The steam steriliser has a cycle readout

The steam steriliser has a vacuum cycle

ETO Sterilisers are given time to ventilate gas

		Chamber size:	Type: Automatic/Manual
			1
			1

Routine sterilizer performance testing

Routine steam sterilization performance testing is done with:

- Standard textile Bowie and Dick test pack
- Disposable Bowie and Dick test pack
- Chemical indicator strips
- Process challenge device such as GKE with chemical indicator
- Helix with chemical indicator (Hollow load PCD)
- Electronic process challenge device such as ETS (3M), EBI 16 (Ebro) or DPCD (Interster)
- Process challenge device with Biological Indicator

			7
			7
			7
			7
			7
			7
			7

How often is a routine sterilization performance test carried out?

The result of the performance test is documented

How often is maintenance performed on the autoclaves?

Is the maintenance documented?

Information is available on the chemical and physical behaviour of the items to be sterilized

			7
			7
			7
			7
			7

Disinfection in Cidex/glutaraldehyde trays is done in the SSD

Cleaning brushes are cleaned at the end of the day

Cleaning tools are disinfected

			4
			4

Laparoscopic equipment Reprocessing Method

Before start of first surgery

Action	Yes	No	Comments/How?	Source
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Laparoscopic instruments are chemically disinfected

<input type="checkbox"/>	<input type="checkbox"/>		8
<input type="checkbox"/>	<input type="checkbox"/>		8

Laparoscopic instruments are steam sterilised

In Surgery & Pre-cleaning

Action	Yes	No	Comments/How?	Source
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Gloves of OT nurses are changed for surgery after cleaning

<input type="checkbox"/>	<input type="checkbox"/>		1
<input type="checkbox"/>	<input type="checkbox"/>		4,7
<input type="checkbox"/>	<input type="checkbox"/>		4,7
<input type="checkbox"/>	<input type="checkbox"/>		4,7

After surgery: Are used laparoscopic instruments soaked?

In what liquid are they soaked?

What sort of transport containers are used?

Transport to cleaning

Action	Yes	No	Comments/How?	Source
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Laparoscopic equipment is transported to SSD

<input type="checkbox"/>	<input type="checkbox"/>		8
<input type="checkbox"/>	<input type="checkbox"/>		8
<input type="checkbox"/>	<input type="checkbox"/>		4

Regular surgical equipment is transported to SSD

Where is the laparoscopic equipment moved?

Cleaning of lap equipment

Action	Yes	No	Comments/How?	Source
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Pre-cleaning

Laparoscopic equipment is soaked before cleaning

<input type="checkbox"/>	<input type="checkbox"/>		4
<input type="checkbox"/>	<input type="checkbox"/>		4
<input type="checkbox"/>	<input type="checkbox"/>	e.g. Bleach	4
<input type="checkbox"/>	<input type="checkbox"/>		4

Laparoscopic equipment is disinfected before cleaning

What disinfectant is used?

Laparoscopic equipment is rinsed after disinfecting

Laparoscopic instruments are disassembled

<input type="checkbox"/>	<input type="checkbox"/>		8
<input type="checkbox"/>	<input type="checkbox"/>		7
<input type="checkbox"/>	<input type="checkbox"/>		4
<input type="checkbox"/>	<input type="checkbox"/>		
<input type="checkbox"/>	<input type="checkbox"/>	Water tap/spray water gun	7

Bioburden is removed by rinsing

Bioburden is removed using tools

What tools are used?

Hollow instruments are flushed. How?

Automatic Cleaning

Laparoscopic instruments are ultrasonically cleaned

<input type="checkbox"/>	<input type="checkbox"/>		3
<input type="checkbox"/>	<input type="checkbox"/>		3
<input type="checkbox"/>	<input type="checkbox"/>		4

Laparoscopic equipment is cleaned in washer/disinfector

Lumen are connected for flushing

Manual Cleaning

What cleaning solution/detergent/soap is used?

<input type="checkbox"/>	<input type="checkbox"/>		3,4
<input type="checkbox"/>	<input type="checkbox"/>		4
<input type="checkbox"/>	<input type="checkbox"/>		3,4
<input type="checkbox"/>	<input type="checkbox"/>		4
<input type="checkbox"/>	<input type="checkbox"/>	submerged/running water/...	4
<input type="checkbox"/>	<input type="checkbox"/>	submerged/running water/...	4

Manufacturer instructions for the agent are followed

Lap Instruments are fully disassembled

Cleaning solution is deep enough to submerge instruments

The instrument tips are brushed

Inside the lumens are brushed

Rinsing

Instruments are rinsed to remove bioburden/detergent

What water is used?

		In sink / under running tap water / in a container	3,4
		tap / demineralised / sterilised / reverse osmosis / saline	3,4

Drying

Instruments are actively dried

Lumens are dried

		Mechanically dry / Manual cloth / Hairdryer/ Compressed air	4
		Hairdryer/ Compressed air/other ...	5,7

Inspection

Action	Yes	No	Comments/How?	Source
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Instruments are assembled

Instruments are inspected on a dedicated surface

Instruments are inspected for cleanliness

Dirty instruments are re-cleaned

Instruments are checked for functionality

Electric Insulation is inspected

Damaged instruments are removed from a set and replaced

Instruments are lubricated

Instrument set compositions are consulted during set assembly

			4
			4,7
			4,7
			7
			3,4
			7
			3,4
			7

Packaging and Sterilisation or HLD

Action	Yes	No	Comments/How?	Source
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Steam sterilisation

How often are the laparoscopic instruments steam sterilised?

Packaging of sets and packs is done in

Cotton sheets

Crepe paper

Non-woven sheets

Sterilization paper bags

Sterilization pouches

Schimmelbush drums

Filter drums

Sterilization containers

None

Packs using reusable materials are double-wrapped

Indicator tape (autoclave tape) is used for closing the packs

Indicators are used on every pack

Packs are dry when removing from autoclave

		After every surgery/daily/other...	8
			4,7
			7
			7
			7
			7
			7
			7
			7
			7
			4
			7
			4
			7

Chemical Disinfection

Laparoscopic Instruments are chemically high-level disinfected

What disinfectant is used?

Gloves are changed when handling instruments in disinfectant

Soaking times of instruments are tracked

How is time tracked?

When is disinfectant discarded?

Date of the disinfectant activation is noted

When was the liquid last renewed?

Cidex test strips are present

How often are Cidex Test strips used?

The lumens are filled with disinfectant

		e.g. Cidex/Glutaral/Cidex OPA	
		Every day/every week/every 14 days/other...	

