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Endoscope Cleaning and Reprocessing WITH FAILED LEAK TEST Competency Verification Checklist

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Employee Name / Title _____

Department / Date _____

Validator _____

SKILLS EVALUATION	COMPLIANT WITH POLICY	NEEDS ASSISTANCE	CORRECTION PLAN	VALIDATOR INITIALS
• Wears protective covering, gloves, gown, and splash shield.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
PRE CLEANING				
• Wipes insertion tube.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Suctions enzyme cleaner through scope.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Clears air/water channels.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
LEAKAGE TEST				
• Attaches water resistant cap.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Detaches all removable parts.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Insufflates scope prior to submersion.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Observes scope for at least 90 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Angulates scope in all directions.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Identifies leak.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Removes scope from water.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Reinflates and keeps inflated for remainder of scope cleaning and external disinfection.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
CLEANING				
• Mixes fresh solution of appropriately diluted enzymatic cleaner.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Soaks, scrubs, brushes, and rinses all removed parts.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Immerses and cleans exterior of scope.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Flows all auxiliary channels	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Brushes entire suction/biopsy channel system.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Rinses all removable parts under running water to internal channels and removes residual detergent.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
DISINFECTING				
• Places scope in disinfection solution according to protocol.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Ensures scope is inflated.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
RINSING				
• Rinses all surfaces, internal & external, and all removable parts.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
DRYING				
• Decompresses scope.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Flushes all channels with air, alcohol, and with air again.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
HAZARD IDENTIFICATION				
• Notifies repair facility that scope is only externally disinfected.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____
• Sends scope immediately for repair per protocol.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____

(Signature) _____

REFERENCES

Society of Gastroenterology Nurses and Associates. (2005) SGNA standards for infection control and reprocessing of flexible gastrointestinal endoscopes Standard Guideline.

SHEA Position Paper (2003) Multi-Society Guideline for Reprocessing Flexible Gastrointestinal Endoscopes.

American Society for Testing and Materials. (2000) ASTM F 1518 – 00: Standard practice for cleaning and disinfection of flexible fiberoptic and video endoscopes used in the examination of the hollow viscera.

