

# Working with your Automated Washer – Pick Your Testing Practice™

<b>EVERY SHIFT</b>	<b>DAILY</b>	<b>WEEKLY</b>	<b>MONTHLY</b>	<b>SPOT CHECK</b>
<p align="center"><b>(DIAMOND PRACTICE)</b></p> <p><b>Test at the Beginning of Every Shift (plus Weekly &amp; Spot Check)</b></p> <p><i>First</i></p> <ol style="list-style-type: none"> <li>Clean screens on inside of washer</li> <li>Check chamber for debris</li> <li>Wipe down outside of machine</li> <li>Clean glass if window</li> <li>Check automatic load system</li> <li>Check Light in chamber</li> <li>If high volume facility, detergents should be checked i.e. draw a line on tank with date &amp; time. Or if solids – a log should be used to track each time a new piece is added. This log should be checked for consistency in utilization.</li> <li>If line doesn't move or soap block doesn't change, this indicates a problem with detergent delivery – broken pump, kink in line, other. Contact service immediately</li> <li>Verify Cycle Settings</li> <li>Testing               <ol style="list-style-type: none"> <li>Run 1ea TOSI in empty basket.</li> <li>Log rack #, machine # and level. (*)</li> <li>Rack levels should vary each day.</li> <li>If PASS – Place machine in service.</li> </ol> </li> <li>If FAIL – See: <b>“If TOSI Failure Occurs”</b></li> </ol>	<p align="center"><b>(PLATINUM)</b></p> <p><b>At the beginning of each day (plus Weekly &amp; Spot Check)</b></p> <ol style="list-style-type: none"> <li>See duties described for Every Shift</li> <li>If not 24-hour department.               <ol style="list-style-type: none"> <li>Prime lines</li> <li>Run an empty load immediately after prime</li> </ol> </li> <li>Testing               <ol style="list-style-type: none"> <li>2<sup>nd</sup> load run 1ea TOSI in empty basket.</li> <li>Log rack #, machine # and level. (*)</li> <li>Rack levels should vary each day.</li> <li>If PASS – Place machine in service.</li> <li>If FAIL – See: <b>“If TOSI Failure Occurs”</b></li> </ol> </li> </ol>	<p align="center"><b>(GOLD)</b></p> <p><b>At the beginning of each week (plus Spot Check)</b></p> <ol style="list-style-type: none"> <li>Daily/Shift Tasks should be completed excluding testing</li> <li>Run Basic Weekly Test Kit in an empty load</li> <li>Complete inspection sheet</li> <li>If failure – see: <b>“If TOSI Failure Occurs”</b></li> <li>Recommend running a de-scaler if water quality is poor.</li> </ol>	<p align="center"><b>(SILVER)</b></p> <p><b>At the beginning of each month (plus Spot Check)</b></p> <ol style="list-style-type: none"> <li>Run Complete Test Kit (AWTK or TWTK) in an empty load</li> <li>If failure – see: <b>“If TOSI Failure Occurs”</b></li> <li>Run De-scaler</li> </ol>	<p align="center"><b>(CHALLENGE)</b></p> <p><b>Periodically during a Shift, Day, Week, &amp;/or Month</b></p> <ol style="list-style-type: none"> <li>Place one TOSI in a fully loaded basket</li> <li>The goal is to check how careful the staff is loading the washer racks.</li> <li>If Failure occurs – Review loading techniques with staff.</li> </ol>

## *Initial Verification & after Service, Maintenance & Instillation:*

### **(MINIMUM PRACTICE)**

#### **Before implementing any practice and after any comprehensive Service, Maintenance, & Instillation:**

- Run Complete Test Kit (AWTK or TWTK) Plus 1 extra TOSI per level. (Note: This TOSI should be placed on outside corner of each basket in empty load.)
- If failure – see steps described in **“If TOSI Failure Occurs”**

### **IF TOSI Failure Occurs:**

- Refer to TOSI Interpretation Guide to identify level of failure and possible cause and steps for corrective action
- Using the same rack a Weekly Test Kit (AWTK) should be run to help determine extent and possible cause (broken pump, problem with arms or rack, etc.)
- If failures continue and corrective action cannot be quickly taken. Machine may need to be removed from service depending on the extent and nature of failure.
  - This decision should be made by the department manager considering all of the steps in the decontamination process
- If unclear on next step contact Healthmark 800-521-6224.

\* Note: Every rack and washer should be identified with a unique name or number. This will make identifying problems and repairs easier.

# Working with your Automated Washer – Work Flow (Duties) <sup>TM</sup>

## EVERY LOAD

### 1. Decontamination

#### *Pre-Cleaning*

Follow hospital & instrument manufactures policy regarding pre-cleaning steps – manual &/or sonic.



### 2. Pre-Load

#### *Quick Rack Inspection Before Loading*

- Check arms: all present, spin freely, clean & proper aligned. If there is a problem correct before using.



### 3. Loading Rack

- I. All trays are disassembled. (Multiple layers are separated.)
- II. Instruments properly placed in tray to allow for maximum contact of cleaning & disinfection process.
- III. Open box-locks, etc. (refer to recommendations for instruments prior to sterilization)
- IV. Do not overload each level. I.e. don't put basins over instruments. Don't pile instruments on top of each other, etc.
- V. Once loaded make sure arms spin freely
- VI. If problem - correct before loading.



### 4. Placing Rack In Washer

- I. Make sure rack & coupler properly align.
- II. Choose appropriate setting for items to be cleaned.
- III. If Washer has a window – briefly observe water circulation to make sure water is circulating correctly. No “blow through” or arms not spinning.
- IV. If using auto load & unload. Check for proper coupler connection during cycle.



### 5. Removal

- I. Once cycle is completed remove rack from chamber.
- II. Wear protective and heat resistant apparel. Items & rack can be very hot.
- III. Check chamber to ensure everything has been removed.
- IV. Follow hospital policy for proper Prep & Pack procedures.

## EVERY SHIFT

### At the Beginning of Every Shift

1. Clean screens on inside of washer
2. Check chamber for debris
3. Wipe down outside of machine
4. Clean glass if window
5. Check automatic load system
6. Light in chamber working
7. If high volume facility, detergents should be checked i.e. draw a line on tank with date & time. Or if solids – a log should be used to track each time a new piece is added. This log should be checked for consistency in utilization.
8. If line doesn't move or soap block doesn't change, this indicates a problem with detergent delivery – broken pump, kink in line, other. Contact service immediately
9. Verify Cycle Settings

## EVERY DAY

### At the beginning of each day

1. See duties described for Every Shift
2. If not 24-hour department.
  - a. Prime lines
  - b. Run an empty load immediately after prime

## WEEKLY/MONTHLY

### At the beginning of each week or month (depends on water quality)

- Run descaler



### QUARTERLY/Semi-ANNUALLY

- Review owners manual for regular maintenance instructions
- Examples of regular service items:
  - o Check pumps and valves
  - o Replace detergents hoses
  - o De-scale
  - o Check valves

**Note: Every rack and washer should be identified with a unique name or number. This will make identifying problems and repairs much easier.**