

Site/Program Specific Guideline: Care and Management of Specialized Care Equipment

Date Developed:

Date Last Reviewed:

Unit/Program Name:

Name of Device:

Manufacturer:

Date Purchased:

Vendor Representative Name and Contact Information:

Manufacturer's Instructions for Use (please add electronic link):

Multidisciplinary Teams Consulted Prior to Equipment Purchase (check all that apply):

- ☐ Site Leadership (e.g. Manager; Director)
- ☐ Biomedical Engineering
- ☐ Procurement and Supply
- ☐ Infection Prevention and Control
- ☐ Information Technology
- ☐ Frontline Staff
- ☐ Other:

Equipment Specific Instructions:

Roles Responsible to Clean and Disinfect Non-Critical Equipment (Select all that apply):

- ☐ Nursing ☐ Physician ☐ Allied Health (OT/PT) ☐ Health Care Aid
- ☐ Other (please specify additional roles):

Pre-checked boxes are mandatory

Cleaning and Disinfection Frequency:

- ☒ After every patient use
- ☒ When visible soil present
- ☐ Dedicated to a specific patient/resident/client
 - Cleaned between uses
 - Cleaned and disinfected once it is no longer required by the patient/resident/client
- ☐ Identify if there is a routine cleaning and disinfection schedule associated with the device:

Cleaning and Disinfection Products (Select all that apply):

- ☐ [Accel INTERVention](#)
- ☐ [Ultra Swipes](#)
- ☐ [Accel Rescue](#)
- ☐ Other (specify product and include link to safety data sheet):

Comments:

Personal Protective Equipment (PPE):

- ☐ Staff use a [Point-of-Care Risk Assessment](#) (PCRA) to determine required PPE
- ☐ Gown
- ☐ Gloves
- ☐ Medical Mask

PPE Storage Location:

- ☐ Point-of-Care (e.g. PPE carts; wall mounted; patient/resident/client rooms)
- ☐ Soiled Utility Room
- ☐ Other (specify where staff can access PPE):

<input type="checkbox"/> Eye Protection (e.g. face shields, safety glasses, safety goggles)	
Handling Soiled Device:	
Transportation of Soiled Device: <input checked="" type="checkbox"/> Staff perform hand hygiene and don appropriate PPE as per PCRA when handling soiled device <input type="checkbox"/> Device is not transported, it is immediately cleaned and disinfected at point-of-care <input type="checkbox"/> Device is transported in enclosed puncture resistant, fluid impervious rigid containers, bins, containers or bags <input type="checkbox"/> Other (please specify):	
Identification of Soiled Device: <input type="checkbox"/> Device is not labelled as it is cleaned and disinfected immediately after use at point-of-care <input type="checkbox"/> "I Need to Be Cleaned" indicator tags (ePro: 00122675) <input type="checkbox"/> Wall mounted laminated posters, signage or decals identifying "soiled" storage areas <input type="checkbox"/> Transportation bins labelled as "soiled" Comments:	
Designated Area for Cleaning and Disinfection: <input type="checkbox"/> Device is immediately cleaned and disinfected after use at point-of-care <input type="checkbox"/> Device is moved to soiled utility or designated service room if risk of contamination to surrounding patient care area (specify location): <input type="checkbox"/> Staff have portable cleaning/disinfecting supplies, labelled storage bins for soiled and clean equipment and accessible PPE to reprocess items when off-site (specify process): <input type="checkbox"/> Soiled items are transported from client home to work site for reprocessing (specify process and location(s) for cleaning and disinfection):	
Cleaning and Disinfecting Equipment:	
Prior to cleaning: <input checked="" type="checkbox"/> Perform hand hygiene, don appropriate PPE as per PCRA <input checked="" type="checkbox"/> Equipment is inspected for damage (e.g. chipped, cracked, exposed electrical), functionality, missing parts <input checked="" type="checkbox"/> Damaged equipment is removed from service and sent for repair or is discarded	
Disassembly/Reassembly: <input type="checkbox"/> Device does not need to be disassembled for cleaning and disinfection <input type="checkbox"/> Device has multiple pieces and must be disassembled prior to cleaning and disinfection <input type="checkbox"/> Refer to Manufacturer's instructions for use for instructions to disassemble prior to cleaning and disinfection and how to reassemble device after cleaning and disinfection is complete <input type="checkbox"/> Consider adding photographs to support disassembly and reassembly of device.	
Cleaning and disinfection: <input type="checkbox"/> Clean and disinfect device as per manufacturer's instructions for use Comments:	
Handling and Storage of Clean Device:	
<input checked="" type="checkbox"/> Always perform hand hygiene prior to handling clean equipment <input type="checkbox"/> Device is labelled as "Clean" using unit specific process (e.g. "I Am Clean" indicator tag, laminated label etc). <input type="checkbox"/> Specify space where clean device is stored:	

Education and Awareness:
<input type="checkbox"/> Staff are oriented to device specific cleaning and disinfection protocols <input type="checkbox"/> The device specific guideline and associated resources are stored in a manner that is accessible to staff (e.g. unit binder, electronic team site etc.) <input type="checkbox"/> Other: Comments: