# Endocavity Complete Probe Reprocessing Infection Prevention Rounding Checklist

| OBSERVATION HEADER |
|---|
| **Date:** |
| **Department:** |
| **Survey Team:** |
| **Staff Interviewed:** |
| **Equipment Observed:** |
| **Notes/Instructions:** |

| |
|---|
| **1. Staff can show where IFUs are accessed and how they are built into the workflow, as needed.** |
| Compliant? ○ YES or ○ NO |
| **2. PPE is readily and easily accessible where reprocessing activities are taking place.** |
| Compliant? ○ YES or ○ NO |
| **3. Hand hygiene products are available near where the work is being performed and easily accessible.** |
| Compliant? ○ YES or ○ NO |
| **POINT OF USE CLEANING** |
| 4. Probe is immediately wiped down after the procedure to remove probe cover, gel, blood, body fluid and to prevent biofilm with an enzymatic product or disinfectant. |
| Compliant? ○ YES or ○ NO |
| **INSPECTION** |
| 5. Staff can demonstrate how they would inspect the probe for damage, including cracks, degradation, tears and sharp edges. |
| Compliant? ○ YES or ○ NO |
| 6. Staff can verbalize the process if they feel, after inspection, the probe needs to be taken out of service. |
| Compliant? ○ YES or ○ NO |
| **SOILED TRANSPORT** |
| 7. Endocavity or surface ultrasound probe is transported in a sealed container or bag that separates the probe (HLD) and the cord & electrical pack (LLD). |
| Compliant? ○ YES or ○ NO or ○ N/A (choose N/A if cleaning and disinfection occur in same room as procedure.) |
| ******If automating cleaning and HLD skip to Low-Level Disinfection*** |

| MANUAL CLEANING |
| --- |
| **The following steps are taken per the IFUs:** |
| 8. Correct temperature is maintained for the duration of soaking. |
| Compliant? ○ YES or ○ NO |
| 9. Probe is soaked for the correct amount of time. |
| Compliant? ○ YES or ○ NO |
| 10. Correct amount of detergent to water is observed. |
| Compliant? ○ YES or ○ NO |
| 11. Probe is positioned in a way that only the section that should be under water is under the water/detergent solution. |
| Compliant? ○ YES or ○ NO |
| 12. Rinsing is performed per the IFUs. |
| Compliant? ○ YES or ○ NO |
| 13. Probes are dried with a single-use, single-packaged low-linting cloth after cleaning is complete. |
| Compliant? ○ YES or ○ NO |
| 14. Staff dons and doffs appropriate PPE during manual cleaning, per hospital policy, correctly and safely. |
| Compliant? ○ YES or ○ NO |
| **MANUAL HIGH-LEVEL DISINFECTION** |
| **The following steps are taken per the IFUs:** |
| 15. Correct temperature is maintained for the duration of soaking |
| Compliant? ○ YES or ○ NO |
| 16. MRC testing is performed via test strip and verified. |
| Compliant? ○ YES or ○ NO |
| 17. MRC testing result is documented for all probes undergoing HLD. |
| Compliant? ○ YES or ○ NO |
| 18. Expiration date on test strip bottle is observed and validated. |
| Compliant? ○ YES or ○ NO |
| 19. Staff dons and doffs appropriate PPE during manual cleaning, per hospital policy, correctly and safely. |
| Compliant? ○ YES or ○ NO |
| 20. Probe is soaked for the correct amount of time |
| Compliant? ○ YES or ○ NO |
| 21. Probe is positioned in a way that only section that should be underwater is under the water/disinfectant solution |
| Compliant? ○ YES or ○ NO |

| |
|---|
| 22. Rinsing per the IFU |
| Compliant? ○ YES or ○ NO |
| 23. Probes are dried with a single-use, single-packaged low-linting cloth after removal from the HLD machine or manual HLD solution. |
| Compliant? ○ YES or ○ NO |
| 24. Documentation is observed to verify all steps of the manual HLD cycle have been performed and were either successful or failed. |
| Compliant? ○ YES or ○ NO |
| 25. Traceability is verified for patient identification. |
| Compliant? ○ YES or ○ NO |
| **LOW-LEVEL DISINFECTION:** |
| 26. Transducer cord, handle and electrical pack are low-level disinfected with a hospital-approved disinfectant. |
| Compliant? ○ YES or ○ NO |
| 27. Staff can speak to the contact time of the disinfectant used in the prior step. |
| Compliant? ○ YES or ○ NO |
| **AUTOMATED CLEANING/HIGH-LEVEL DISINFECTION** |
| **The following steps are taken per the IFUs:** |
| 28. Probes are dried with a single-use, single-packaged low-linting cloth after removal from the cleaner/HLD machine. |
| Compliant? ○ YES or ○ NO |
| 29. Documentation is observed to verify all steps of the automated cleaning/HLD cycle have been performed and either were successful or failed. |
| Compliant? ○ YES or ○ NO |
| 30. Traceability is verified for patient identification. |
| Compliant? ○ YES or ○ NO |
| **DRYING** |
| 31. Probes are dried with a single-use, single-packaged low-linting cloth after removal from the HLD machine or manual HLD solution. |
| Compliant? ○ YES or ○ NO |
| **STORAGE** |
| 32. Endocavity or surface ultrasound probe is hung vertically without touching anything. Storage should be in a clean, well-ventilated space. (Check the bottom of the cabinet for stains or towels/pads to indicate probes were not dry when stored.) |
| Compliant? ○ YES or ○ NO |
| 33. Staff can speak to the process and frequency of cleaning the probe storage cabinet. |
| Compliant? ○ YES or ○ NO |
| 34. Storage cabinet filter change is performed per IFU with documentation present. |
| Compliant? ○ YES or ○ NO |

| |
|---|
| 35. Staff can verbalize the maximum hang time or storage time per facility policy before reprocessing in between disinfection events. |
| Compliant? ○ YES or ○ NO |
| **ENVIRONMENTAL** |
| 36. Work flows from dirty to clean. |
| Compliant? ○ YES or ○ NO |
| 37. Staff can verbalize what to do in the event of a chemical spill in the reprocessing space (check status of spill kit). |
| Compliant? ○ YES or ○ NO |
| 38. Ceiling tiles are free from stains and damage. |
| Compliant? ○ YES or ○ NO |
| 39. Flooring is in good repair, free from cracks and damage. |
| Compliant? ○ YES or ○ NO |
| 40. Reprocessing space shows evidence of negative pressure airflow. |
| Compliant? ○ YES or ○ NO |
| **MISCELLANEOUS** |
| 41. Staff can verbalize how they would trace a probe back to a patient if needed. |
| Compliant? ○ YES or ○ NO |
| 42. Competencies are performed annually by a qualified person, as well as when there is new equipment, supplies or processes. |
| Compliant? ○ YES or ○ NO |


CS Medical

CPR
Complete Probe Reprocessing

**2179 East Lyon Station Road • Creedmoor, NC 27522**
**Phone: +1 (919) 255-9472 • Toll Free: 877-255-9472 • Fax: +1 (919) 528-3400**
**csmedicalllc.com**