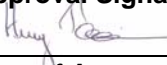
 <p>Winnipeg Regional Health Authority Office régional de la santé de Winnipeg Caring for Health À l'écoute de notre santé</p> <p><b>Operational Directives</b></p>	<b>WRHA Infection Prevention &amp; Control Program</b>	
	Cleaning and Disinfection of Non-Critical Reusable Equipment/Items for Patients in Hospital	<b>Page 1 of 7</b>
	<b>Approval Signature:</b> 	<b>Supercedes:</b>  <b>New</b>
	<b>Date of Approval:</b> <b>June 26, 2008</b>	
<b>Review Date:</b>		

**1. Purpose:**

To reduce the transmission of microorganisms due to contaminated non-critical reusable equipment/items for patient use.

**2. Definitions:**

2.1 Cleaning:

The physical removal of foreign material, e.g., dust, soil, organic material such as blood, secretions, excretions and microorganisms. Cleaning physically removes, rather than kills microorganisms. Cleaning reduces or eliminates the reservoirs of potential pathogenic organisms. It is accomplished with water, detergents and mechanical action.

2.2 Contamination:

The presence of microorganisms on inanimate objects (e.g. clothing, surgical instruments) or microorganisms transported transiently on body surfaces (e.g. hands), or in substances (e.g. water, food, milk).

2.3 Disinfection:

The inactivation of disease producing organisms. Disinfection does not destroy high levels of bacterial spores. Disinfectants are used on inanimate objects. Disinfection usually involves chemicals, heat or ultraviolet light. Levels of chemical disinfection vary with the type of product used.

2.4 Facility Approved Disinfectant:

A disinfectant cleaner that has been approved by the facility or organization.

2.5 Non-Critical Items:

Those items that either touch only intact skin but not mucous membranes or do not directly touch the patient. Examples of non-critical items are equipment such as lifts, transfer boards and wheelchairs and items such as plastic assessment tools and call bells.



### 2.6 Non-Critical Wipeable Items:

Non-Critical\_Equipment/items composed of non-porous material able to withstand facility approved disinfectant. Some examples are: diagnostic imaging equipment, infusion pumps, intravenous (IV) poles, sleep surfaces, stethoscopes, walkers, and wheelchairs.

### 2.7 Non-Critical Hard-to-Clean Items:

Non-Critical\_Equipment/Items composed of porous material (e.g., fabric, cardboard, paper, foam). Some examples are: wheelchair cushions, puzzles, sliders, slings, craft supplies, pencils, books, magazines, and transfer belts.

2.8 Personal Protective Equipment: Gloves, gowns, masks and protective eyewear and face protection used according to risk of exposure to prevent transmission of infection.

### 2.9 Reprocessing:

The steps performed to prepare a used medical device for reuse. The steps may include the collection and transportation of soiled devices, cleaning, inspection, disinfection, sterilization, packaging, clean transportation and storage of clean and disinfected/sterilized devices.

2.10 Reusable: A device that has been designed and tested by the manufacturer, that is suitable for reprocessing prior to use on a patient.

## **3. Equipment:**

### 3.1 Required:

- Alcohol swabs
- Cleaning cloths
- Facility approved disinfectant
- Laundry detergent
- Personal Protective Equipment (PPE), e.g. goggles, masks, plastic apron as required for the task
- Tap water
- Utility or non-sterile gloves

### 3.2 Optional:

- 70% isopropyl alcohol
- Adhesive tape remover
- Ready-to-use disinfectant wipes
- Brush

## **4. Operational Directives:**

4.1 Refer to Cleaning of Non-Critical, Reusable Items Policy 90.00.040

4.2 Refer to Single-use Medical Devices Policy 90.00.010

4.3 Equipment/items dedicated to one patient are kept in the patient's room, bed space, and/or bathroom.



- 4.4 Clean and disinfect or reprocess non-critical reusable equipment/items which have been in direct contact with a patient. This should be done before use in the care of another patient.
- 4.5 Develop and maintain a predetermined cleaning schedule according to facility/program for all routinely shared non-critical reusable equipment/items which cannot be cleaned and disinfected or reprocessed between uses.
- 4.6 Assign responsibility and accountability for cleaning and disinfection or reprocessing according to facility/program.

## 5. Procedures:

5.1 **Inspect** all non-critical reusable items for safety concerns prior to cleaning. Report any damaged items according to program policy.

5.2 **Determine** surface type:

- I. Non-critical reusable **wipeable** items
- II. Non-critical reusable **hard-to-clean** items

Refer to Appendix A: Cleaning Table for Non-Critical Reusable Patient Items in Hospitals for examples to assist in determining surface type, if required.

5.3 **Clean and disinfect** non-critical reusable items:

- Wear PPE according to cleaning activities
- Use appropriate water and detergents and/or facility approved disinfectant according to product directions
- Remove all tape. Remove any tape residue with adhesive tape remover or detergent
- If using reusable gloves, clean and disinfect the gloves with facility approved disinfectant after use
- Allow all cleaned and disinfected non-critical reusable items to **air-dry** prior to use in the care of another patient, following manufacturer's contact time recommendations

5.3.1 **Cleaning** of non-critical reusable **wipeable** items:

- Clean equipment/items with water and detergent and/or facility approved disinfectant using mechanical action
- Clean grooves on equipment with scrub brush

5.3.2 **Disinfection** of non-critical reusable **wipeable** items:

- After all foreign material has been removed, disinfect the equipment/items by repeating the above process with a clean cloth moistened with facility approved disinfectant or ready-to-use wipe(s)
- Disinfection technique options:
  - Ready-to-use disinfectant wipes
  - Apply facility approved disinfectant to a clean cloth
    - Avoid spraying disinfectant
    - Avoid applying disinfectant directly onto equipment/items
    - Allow to air-dry, following manufacturer's contact time recommendations



- 5.3.3 **Cleaning** of non-critical reusable **hard-to-clean- cardboard/paper** items:
- Discard if not laminated
  - Discard if lamination not intact
  - Clean laminated cardboard/paper with water and detergent using mechanical action
- 5.3.4 **Disinfection** of non-critical reusable **hard-to-clean- cardboard/paper** items:
- After all foreign material has been removed; disinfect the laminated cardboard/paper with a clean cloth moistened with facility approved disinfectant or ready-to-use wipe(s)
  - Allow to air-dry, following manufacturer's contact time recommendations
- 5.3.5 **Cleaning and disinfection** of non-critical reusable **hard-to-clean- fabric** items:
- Follow manufacturer's cleaning instructions
  - Do not add bleach unless approved by manufacturer
  - If no manufacturer's cleaning instructions available, clean by using one of the following methods:  
Machine wash using gentle cycle at high temperature (>71.1°C) and machine dry if tolerated or allow to air-dry, following manufacturer's contact time recommendations
    - a. Machine/hand wash at low temperatures after discussion with Infection Prevention & Control Practitioner/Professional
    - b. Dry clean
  - Discard fabric that cannot be cleaned and/or laundered
- 5.3.6 **Cleaning** of non-critical reusable **hard-to-clean- foam** items:
- Items with foam components should be covered with vinyl or impermeable material prior to use
  - Limit uncovered foam to single patient use only
  - Discard foam that has become contaminated if it cannot be laundered
  - Clean impermeable surface with water and detergent or facility approved disinfectant using mechanical action to remove all foreign material
- 5.3.7 **Disinfection** of non-critical reusable **hard-to-clean- foam** items:
- Disinfect impermeable surface by using one of the disinfection techniques outlined in 5.3.4
  - Allow to air-dry, following manufacturer's contact time recommendations
- 5.3.8 **Cleaning and disinfection** of non-critical reusable **hard-to-clean- other** items:
- Consult an Infection Prevention and Control Practitioner and/or Clinical Engineer for equipment/items for which cleaning method is undetermined
  - Equipment/items with components falling into more than one surface type will require more than one cleaning/reprocessing method



5.4 **Reassemble** non-critical reusable items for use after cleaning and disinfection

5.5 **Store** non-critical reusable items in a designated clean area

## 6. References:

6.1 Centers for Disease Control and Prevention (CDC). (2003). Guidelines for environmental infection control in health-care facilities. Atlanta, GA. [http://www.cdc.gov/ncidod/dhqp/pdf/guidelines/Enviro\\_guide\\_03.pdf](http://www.cdc.gov/ncidod/dhqp/pdf/guidelines/Enviro_guide_03.pdf) Originally accessed on December 13, 2007.

6.2 Health Canada. (1998). Hand washing, cleaning, disinfection and sterilization in health care. Ottawa, ON. <http://www.phac-aspc.gc.ca/publicat/ccdr-rmtc/98pdf/cdr24s8e.pdf> Originally accessed on December 13, 2007.

## 7. Resources

- 7.1 WRHA Infection Prevention & Control Policy, Cleaning of Non-Critical Reusable Equipment/Items. Policy Number 90.00.040.
- 7.2 Concordia General Hospital Cleaning of Non-Critical, Reusable, Patient Care Equipment. Dec. 8, 2004.
- 7.3 Health Sciences Centre Cleaning Guidelines for Instruments & Patient Monitoring Equipment, Infusion Pumps. April 15, 2004.
- 7.4 Riverview Health Centre Cleaning Schedules, 2005.
- 7.5 WRHA PCH Program Infection Control in Housekeeping & Maintenance. December 12, 2001.
- 7.6 WRHA Community Stroke Care Service Guidelines for Cleaning Reusable Non-Critical Patient Care Equipment. March 24, 2006.



## Appendix A

**Assignment for responsibility and accountability is in accordance with facility/program policy.**

### Overall infection prevention and control cleaning principles for equipment/items:

**Inspect** all non-critical reusable equipment/items for damage prior to each cleaning.

- Report any damaged items according to facility policy.

**Determine** surface type.

**Clean and disinfect** non-critical reusable items:

- When visibly soiled
- Prior to use by another patient
- Prior to sending for repair
- According to predetermined facility cleaning schedule

**Reassemble** equipment/items.

**Store** equipment/items:

- In patient's room while dedicated to a patient
- In a designated clean area if not dedicated

### Cleaning Table for Non-Critical Reusable Patient Equipment/Items in Hospitals This table is not intended as an all inclusive list.

<i>Equipment/Item</i>	<i>Surface Type (Refer to Procedure)</i>	<i>Comments</i>
Ambulation Aid <ul style="list-style-type: none"> <li>• crutches</li> <li>• walkers</li> </ul>	Hard-to-clean – more than one surface type (5.2) Wipeable (5.3.1 & 5.3.2)	Dedicate to one patient when possible Ensure cleaning between patients
Bed side monitor <ul style="list-style-type: none"> <li>• bladder scanner</li> </ul>	Wipeable (5.3.1 & 5.3.2) May have hard-to-clean components (5.2)	Examples of hard to clean components include screens and keyboards
Blood glucose monitor	Wipeable (5.3.1 & 5.3.2)	May be visibly soiled with blood Ensure visible soiling is cleaned prior to disinfection
Cervical collar	Hard-to-clean – more than one surface type (5.2) Wipeable and hard-to-clean - fabric (5.3.5)	Single patient use items shall be for single patient use only Ensure cleaning between patients where not single patient use
Electronic devices <ul style="list-style-type: none"> <li>• Continuous Positive Airway Pressure (CPAP) machine,</li> <li>• Portable continuous cardiac monitoring device</li> </ul>	Hard-to-clean – other (5.3.8)	Use caution with electronic connections



Equipment/Item	Surface Type (Refer to Procedure)	Comments
Fans (personal use)	Hard-to-clean – other (5.3.8)	Ensure disassembly and cleaning according to manufacturer's instructions and established facility schedule
High touch surfaces	Wipeable (5.3.1 & 5.3.2)	E.g., bed rails, call cords, beds, over-bed table
Infusion pump	Wipeable (5.3.1 & 5.3.2)	Ensure cleaning between patients
Intravenous Poles	Wipeable (5.3.1 & 5.3.2)	Ensure cleaning between patients
Hygiene items <ul style="list-style-type: none"> <li>basins</li> <li>jetted tub</li> </ul>	Wipeable (5.3.1 & 5.3.2) Hard-to-clean (5.2)	Follow manufacturer's instructions for specific products
Monitoring equipment	Wipeable (5.3.1 & 5.3.2)	Ensure cleaning between patients
Portable bedside equipment <ul style="list-style-type: none"> <li>Continuous Passive Motion machine (CPM) <ul style="list-style-type: none"> <li>device</li> <li>fabric lining</li> </ul> </li> </ul>	Hard-to-clean – more than one surface type (5.2)  Wipeable (5.3.1 & 5.3.2) Hard-to-clean - fabric (5.3.5)	Dedicate to one patient when possible Ensure cleaning between patients
Portable blood pressure machine	Hard-to-clean – more than one surface type (5.2) Wipeable (5.3.1 & 5.3.2) and hard-to-clean components (5.2)	Ensure blood pressure cuff is cleaned, disinfected and air-dried. If Velcro™ portion of cuff is visibly soiled, hand wash with liquid soap and water. Clamp off hose ends to ensure water does not enter the cuff. Allow to air dry.
Orthopedic heel boot <ul style="list-style-type: none"> <li>plastic molded shell</li> <li>fabric lining</li> </ul>	Hard-to-clean – more than one surface type (5.2) Wipeable (5.3.1 & 5.3.2) Hard-to-clean - fabric (5.3.5)	Single patient use items shall be for single patient use only Dedicate to one patient when possible Ensure cleaning between patients
Pulse oximeter (peripheral probe & cable)	Wipeable (5.3.1 & 5.3.2)	Ensure cleaning between patients
Pressure relief devices <ul style="list-style-type: none"> <li>gel cushion</li> <li>pressure relief inflatable wheelchair cushion</li> <li>pressure relief mattress</li> </ul>	Hard-to-clean – other (5.3.8)	Must check integrity of cover <ul style="list-style-type: none"> <li>Wipeable if intact</li> </ul> Follow manufacturer instructions
Splint	Wipeable (5.3.1 & 5.3.2), hard-to-clean - fabric (5.3.5)	Check for presence of fabric
Stethoscope	Wipeable (5.3.1 & 5.3.2)	Ensure cleaning between patients
Thermometer (electronic)	Wipeable (5.3.1 & 5.3.2)	For rectal thermometers, ensure visible soiling is cleaned prior to disinfection
Toileting device <ul style="list-style-type: none"> <li>commodes</li> </ul>	Wipeable (5.3.1 & 5.3.2)	Ensure crevices and/or grooves are cleaned and disinfected
Tourniquet	Single use	WRHA process requiring single use



Equipment/Item	Surface Type (Refer to Procedure)	Comments
Transferring/mobility device <ul style="list-style-type: none"><li>• fabric transfer belt/slider/sling</li><li>• plastic/metal transfer belt/slider/sling</li></ul>	Hard-to-clean - fabric (5.3.5) Wipeable (5.3.1 & 5.3.2)	Ensure fabric portion is removed for laundering. Transfer belts/slides: machine dry at low temperature if tolerated or hang to air-dry.
Ventilator	Hard-to-clean – more than one surface type (5.2)	<i>Responsibility of Respiratory Therapist</i> May be sent to MDR
Wheelchair/gerichair	Hard-to-clean – more than one surface type (5.2)	Ensure any pressure relief devices and grooves are cleaned appropriately