



**ARROWHEAD REGIONAL MEDICAL CENTER**  
**Specialty Care Services Policies and Procedures**

**POLICY NO. 261.00 Issue 1**  
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**SECTION: TRAINING SUB SECTION: EQUIPMENT**

**SUBJECT: HIGH LEVEL DISINFECTION OF ENDOCAVITY PROBES**

**APPROVED BY:** \_\_\_\_\_

Ambulatory Care Director

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**POLICY**

Endocavity probes receive high level disinfection after each use using the Trophon EPR.

**PROCEDURES**

- I. Trophon EPR Disinfection Procedure:
  - A. Staff wear gloves during the cleaning process.
  - B. Pre-clean probe with the approved transducer wiper and dry BEFORE starting the High Level Disinfection process.
  - C. When the device is ready, screen reads: LOAD PROBE AND INDICATOR.
  - D. Open the chamber door and ensure the probe is straight and not touching the walls or the bottom. The tip of the probe must be above the embossed line.
  - E. After correctly loading the probe into the chamber, a chemical indicator is placed into the holder on the floor of the device chamber.
  - F. Use a new chemical indicator disc for each disinfection cycle and can only be used once.
  - G. Close the door to the chamber. Note: If the door is not properly closed, screen message reads: CLOSE CHAMBER DOOR.
  - H. The next screen message reads: IS THE PROBE CLEAN AND DRY? Staff respond YES if the probe has been pre-cleaned and dried.
  - I. The device sounds an audible alarm when the cycle has successfully completed. The next screen message reads: CYCLE COMPLETE REMOVE AND WIPE PROBE
  - J. Remove the used chemical indicator from the device. Before discarding, verify the chemical Indicator color change from red to orange or lighter to validate successful high-level disinfection.
  - K. Document the chemical indicator results on the log after each use.

- L. Remove the probe after the cycle is complete. Wipe the probe with an absorbent, single-use, dry, paper towel. Visually inspect the probe and ensure any peroxide residue is removed.
  - M. Attach a clean tag label with date and securely hang probe in the storage cabinet after transport in a clean container to the appropriate storage location.
  - N. Adhering to a Monday-Friday schedule, outpatient clinics are closed weekends, then there is 5 day hang time, if probe has not been used, re-clean probe and attach a new clean tag label.
- II. The following information should be recorded for the quality control testing of the Trophon EPR printed result and placed on the daily log sheet.
- A. Date
  - B. Chemical Indicator Status (pass or fail)
  - C. Probe number
  - D. Patient medical record number
  - E. Operator initials
- III. Chemical Indicators:
- A. Chemical Indicators are stored at room temperature 59 – 86 degrees Fahrenheit (F).
  - B. Store in a dry and clean environment out of direct heat.
  - C. Do not store near chemicals such as sterilizing agents, acids, bases, bleaches and other disinfectants.
- IV. Trophon SONEX-HL Cartridge:
- A. Storage
    - 1. Cartridges are stored at temperatures between 59 - 77 degrees F.
    - 2. Store cartridge in original packaging in correct directional orientation until use.
    - 3. Keep away from excessive heat.
  - B. Removing and Installing the Disinfectant Cartridge
    - 1. The device automatically prompts staff to run a purge cycle if the cartridge has been in the device too long and has expired.
    - 2. Screen message reads: REPLACE THE CARTRIDGE AND CLOSE CARTRIDGE DOOR
    - 3. Cartridge door opens automatically. Do NOT use excessive force to pull down the cartridge door.

4. Lift the cartridge out by touching the areas exposed while the bottle is in the holder and avoid touching pierced areas.
5. Empty, used cartridges are disposed of in the nearest waste receptacle.
6. Verify the expiration date before inserting a new SONEX-HL cartridge.
7. Remove the cap from the new cartridge and place the cartridge neck first into the holder.
8. Once the cartridge is in place, close the cartridge door and the device is ready for use.
9. Document the replacement of the cartridge on the daily log sheet.

V. Contingency Plan Surgery and Women's Health Clinic:

- A. If Trophon EPR concerns contact 1-800-437-1171, option 5.
- B. Contact Medical Imaging and transport the Endocavity probe to them in a labeled container for them to clean. Transport back to the clinic in a clean container and hang for future use.
- C. Temporarily suspend or postpone procedures.

**REFERENCES:** High Level Disinfection of Endocavity Probes per Trophon EPR Directions CIVCO Medical

**DEFINITIONS:** N/A

**ATTACHMENTS:** A: Specialty Care Services Trophon High Level Disinfection Log

<b>APPROVAL DATE:</b>	<u>N/A</u>	<u>Policy, Procedure and Standards Committee</u>
	<u>7/31/19</u>	<u>Patient Safety and Quality Committee</u> Applicable Administrator, Hospital or Medical Committee
		<u>Board of Supervisors</u> Approved by the Governing Body

**REPLACES:** N/A

**EFFECTIVE:** 8/1/19                      **REVISED:** N/A

**REVIEWED:** N/A

# ARMC, Specialty Care Services Trophon High Level Disinfection Log

Sonex-XL cartridge Lot no. \_\_\_\_\_ Chemical indicator Lot no. \_\_\_\_\_ Room/machine cleaning \_\_\_\_\_

Date opened. \_\_\_\_\_ Chemical indicator exp. Date \_\_\_\_\_

Trophon Label	Trophon Label	Trophon Label	Trophon Label
Trophon Label	Trophon Label	Trophon Label	Trophon Label
Trophon Label	Trophon Label	Trophon Label	Trophon Label
Trophon Label	Trophon Label	Trophon Label	Trophon Label

ARMC Policy 261.00  
Attachment A

Toshiba Probe 1 Serial # 99B12Y4221	Store Room	1C189	WHC Probe 1 Serial # GE 148577KRO	Procedure Room
Toshiba Probe 2 Serial # 99B1594476	Store Room	1C189	WHC Probe 2 Serial # GE 205557KR2	Room 15
			WHC Probe 3 Serial # GE 223412KR8	Room 13
			WHC Probe 4 Toshiba Serial # 99B1053636	Room 14