

	POLICIES & PROCEDURES Joint Commission: IC, PC LAST REVIEW DATE: 2/04, 4/05, 7/06, 1/07, 1/08	
TITLE: Equipment Cleaning & Disinfection and Appendix A: Equipment Cleaning Reference List Equipment Cleaning Reference List	RESPONSIBLE AREA: Infection Control All Clinical areas	PAGES: 1 of 4
	EFFECTIVE DATE: 1/1986	REVISION DATE: 2/07; 8/08, 12/10

(This policy rescinds any previous publication covering same material)

- A. **Policy:** Equipment and surfaces (noncritical) will be cleansed and disinfected, with a detergent and EPA-registered, Hospital approved disinfectant, according to a frequency/schedule and as needed to be free of soil and contamination with infectious substances. The frequency, the disinfectant, and the staff member responsible for cleaning and disinfection of the item/surface is stated on the Equipment Cleaning Reference List (Appendix A).
- B. **Purpose:** To outline the process, the disinfectant, the frequency, and responsible staff member for cleaning and disinfection of noncritical items and surfaces in all patient rooms and patient care areas.
- C. **Procedure:**
1. **Responsibilities:**
 - a. **Nursing Responsibilities:**
 - i. Removal of all biologicals, i.e., blood, body fluids, moist body substances and medication from equipment
 - ii. Clean and disinfect all highly technical/sensitive equipment as per Equipment Cleaning Reference List, i.e., monitors, pumps, glucometer, etc. Bag (clear plastic) and mark those technical/sensitive items belonging to CS from an isolation room.
 - iii. Supervise and provide assistance to housekeeping, environmental services, aide and technician staff.
 - b. **Housekeeping Responsibilities:**
 - i. Clean and disinfect room surfaces, furnishings, and specified equipment (bed, bedside stand, isolation stand, tray table, etc. according to policy & procedure and as per Equipment Cleaning Reference List.
 - ii. Clean/wipe down (if soiled), nontechnical equipment belonging to the Central Service; bag (**clear plastic**) and mark any equipment from an isolation room before placing in Dirty Utility Room for CS pickup.
 - iii. Zoneaire Specialty Bed: Clean/disinfect according to manufacturer recommendations.

2. Cleaning and Disinfection Accomplished as Follows:

- a. **Transport Carts and Wheelchairs:** Between patient use, the Transport Team or user cleans with an approved disinfectant/germicidal disposable cloth* (Quaternary/Alcohol impregnated cloth) approved 8/99 by Infection Control Committee.
- b. **Carts:**
 - i. **Medication Cart:** Spills are cleaned immediately by the person involved in the spill using appropriate precautions for what the spill contains, i.e., water may be wiped up with a cloth; a chemotherapeutic agent is cleaned up using a chemo spill kit. The top of the med cart is cleaned with approved disinfectant* each shift; the entire cart exterior weekly and as needed; supply drawers – monthly.
 - ii. **Code Carts:** Are to be locked and covered when not in use and stationed in the designated area of the hall. Clean/disinfect with the approved disinfectant * at least monthly and switch out dirty/used cart after each use. **Never take into isolation room.**
 - iii. **Other Carts/Clinical:** All other carts are to be covered if equipment is contained on top or equipment needs to be bagged (clear plastic). Clean/disinfect at least weekly and after each use (using cart for an event) with the approved disinfectant*. Drawers are to be entered only after conducting hand hygiene. Supply drawers – monthly. **first. Never take into isolation room.**
 - iv. **Computer Carts:** Computer carts are to be cleaned when visibly soiled or once each week by nursing staff using the approved disinfectant cleaner (Virex 256 or Sani-Cloth Plus). Computers on wheels – **never take into isolation rooms.** The cart will stop at the patient doorway with attention to the screen ensuring privacy of patient information/data.
- c. **Electronic Thermometers:** All surfaces are wiped with approved disinfectant* solution by Nursing Service personnel as assigned on a **DAILY basis and as needed (soiled/contaminated)**. Date and time is written on tape/sticker and placed on the unit. Tips/probes are wiped with alcohol. Areas having thermometers specific to each room – clean/disinfect between each patient or as needed for soil/contamination.
- d. **I.V. Pumps/Pain Pumps/Food Pumps:** Between each patient use, at least weekly, and if soiled the surfaces are to be cleansed and then wiped with an approved disinfectant* (1:10 bleach solution) mixed within 8 hours of use or bleach wipe. Check that clamping mechanisms, doors, etc., work freely. Date and initial the Cleaning Verification Label and apply to pump unit on a flat surface so the sticker is easily visible.

Cleaning/disinfection is to be accomplished primarily by Nursing Service personnel or by appropriately trained and competent equipment technicians. The Cleaning Verification Label will indicate that the pump is clean. Upon use of the pump, the user shall break the label at the perforation, discard the left side of the label and leave the right (dated) side of the label on the pump.

Note: Pumps not being used or turned-over quickly may be covered with a clear plastic bag until such a time as the pump is needed. Take care to re-date the sticker at the time of plastic removal and placing pump into use.

- e. **Blood Pressure Cuffs:** Between patient use with approved disinfectant* solution. If contaminated with blood, it must be cleansed with dilute bleach solution – one part bleach to nine parts water mixed within 8 hours of use. Housekeeping is responsible for wall cuffs and sphygmomanometer; Nursing is responsible for portable units.
- f. **Monitor Equipment:** **Monitor cables** in hardwired ICU rooms will be cleaned with the approved disinfectant solution between each patient by Housekeeping staff. Monitor units are considered highly technical/sensitive equipment that fall under the responsibility of nursing for cleaning and disinfection.
- g. **Glucometers:** Are to be cleansed between patient use (by nursing) if taken to the bedside or when **contaminated/soiled**; otherwise weekly. The glucometer is to be cleansed with dilute bleach solution – one part bleach to nine parts water mixed within 8 hours of use. The glucometer case is to be cleansed with the same dilute bleach solution under the same circumstances as stated above. Glucometer cleaning is accomplished by Nursing Service personnel as assigned.
- h. **Pulse Oximeter & Probe:** **Oximeter** – Clean and disinfect all surfaces with approved disinfectant solution* by Nursing Service personnel as assigned on a weekly basis, when soiled/contaminated, and as needed. Date and time is written on tape/sticker and placed on the unit. **Probe** – is wiped with alcohol.
- i. **Electronic Information Equipment:**
 - i. **Care Mobile Hand Held Device** – The Care Mobile device is to be cleaned/disinfected **DAILY and as needed (soiled/contaminated)** according to manufacturer's recommendations (using the Sani-Cloth Plus disinfectant wipes). Isolation considerations: Do not take the hand held device uncovered into an isolation room. Place the device into a zip-lock baggie. Clean the device as above after use.
 - ii. **Lap Top/Tough Book** – The Tough Book is to be cleaned/disinfected when soiled and at least weekly by using the Sani-Cloth Plus disinfectant wipes over all surfaces. Additionally, wipe the screen with a clean water-damp cloth and dry thoroughly.

When taking into patient room, place on clean, dry, hard surface. Never take unit into an isolation room – document after exiting room.

3. Labeling/Documentation and Storage:

- a. With the exception of pumps (use Pump Cleaning Verification Label), mark all clean equipment with a removable sticker or maintain a log stating:
 - i. date & time cleaned/disinfected
 - ii. employee's initials
- b. All clean clinical equipment is stored/maintained in a clean patient room or the designated clean storage area and plugged into an outlet (when necessary). Nursing/healthcare staff will retrieve equipment as needed.

*** Approved disinfectant to be used as noted on:** [Equipment Cleaning Reference List](#)

References:

Rutala, W.A. & Weber, D. (2005). Cleaning, disinfection, and sterilization in healthcare facilities.

APIC Text of Infection Control and Epidemiology. Vol. II; Chapter 21.

Chou, T. (2005). Environmental services. APIC Text of Infection Control and Epidemiology. Vol. II; Chapter 102.

[http:// www.cdc.gov/ncidod/dhqp/disinfection.html](http://www.cdc.gov/ncidod/dhqp/disinfection.html)

Infection Control & Prevention Committee, 2010