

WORKING OF CSSD DEPARTMENT

Sterilization by steam is the process to kill all microorganisms, including bacterial spores, which are highly resistant. The process of moist heat sterilization is carried out in CSSD for sterilization of Hospital articles like instruments, drums, linen packs etc. in autoclaves.

In Chemical method, Ethylene Oxide Sterilization is done for sterilization of articles that cannot be done/support by conventional high temperature steam like airway, mouth vent, venti mask, close circuit, transducers, cautery, Ventilator Circuit, Ventilator Cassettes, ambubag etc .

RESPONSIBLE PERSON FOR OPERATION OF CSSD DEPARTMENT

Supervisor, Asst. Supervisor, St. Technician, Store Keeper, Boiler Attendant, CSSD Attendant, Packer, Bearer & Sweeper

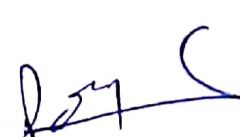
MAN POWER

Manpower is one of the important aspect of any department. The present Manpower of CSSD department operation in Hospital CSSD, Trauma Care CSSD & CSSD New Modular OT Complex is as follows:

| Sr. No. | Designation | No. of Employee | Pay Scale |
|---------|------------------|----------------------------|------------------------|
| 1. | DMS I/C CSSD | 1 | |
| 2 | Supervisor | 1 | 9300-34800+ GP 4200 |
| 3 | Asst. Supervisor | 4 (outsource) | DC rate |
| 4 | St. Technician | 3 | 5200-20200+ GP 2400 |
| 5 | Sr. Store Keeper | 1 | 9300-34800+ GP 4200 |
| 6 | Clerk | 1 | 5200-20200+ GP 1900 |
| 7 | CSSD Attendant | 1 | 5200-20200+ GP 1900 |
| 8 | Boiler Attendant | 1 | 5200-20200+ GP 2400 |
| 9 | Packer | 1 | 5200-20200+ GP 1800 |
| 10 | Bearer | 7 (04 outsource out of 7) | 4470-GP1400 DC rate |
| 11 | Sweeper | 3 (outsource) | DC rate |

Currently Three branches of CSSD are in operation as detailed below:

| Sr. No. | Details of Site of CSSD | Status of Shifts |
|---------|-------------------------------------|-------------------------------------|
| 1 | CSSD Hospital Site | Two Shifts |
| 2 | CSSD Trauma Care Center | Three Shifts (24 x 7) |
| 3 | CSSD New Modular OT-cum-ICU Complex | Single Shifts or as per requirement |


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Job Description of DMS & Supervisor CSSD:

DMS I/C CSSD look after the administrative work of department. Supervisor shall be In-charge of CSSD Deptt & is responsible for overall supervision and will report directly to the DMS I/C CSSD. Following duties are assigned to the Supervisor:

- a) Procurement of all items, consumables, machines etc.
- b) Attend various meetings.
- c) Look after functioning of whole deptt.
- d) Planning regarding any new assignment
- e) Make duty roster.
- f) Management and regulate staff as per requirement of deptt.
- g) To check various records time to time.
- h) To maintain & kept all records related with administrative correspondence, purchase etc.
- i) To teach the students of various courses i.e. MBSS, BSc OT etc about sterilization.
- j) Any other duties assigned by higher authority.

Job Description of Asst. Supervisor:

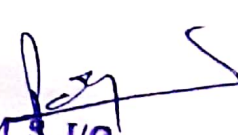
- a) Look after the various section i.e autoclave section, ETO section, instrument section, issuing and receiving section, packing section.
- b) Inform to supervisor regarding day to day working / any deficiency.
- c) Operate ETO sterilizer as per SOP.
- d) To arrange for Fumigation of sterile store time to time as per SOP.
- e) To perform Culture examination for various autoclave sterilizers as per SOP.
- f) Any other duties assigned by higher authorities.

Job Description of Sterilization Technician/Boiler Attendant:

- a) Monitoring of autoclave sterilizers installed in CSSD.
- b) Maintain log book for every cycle.
- c) To check the operation of sterilizers and quality of articles after sterilization.
- d) Operation of ETO sterilizers.
- e) To perform Culture examination for various autoclave sterilizers as per SOP.
- f) Any other duties assigned by higher authorities.

Job Description of Sr. Store Keeper:

- a) To maintain the stock of consumables, machines etc.
- b) To do entries of indents & maintain the stock register of consumables, M&S M&E items.
- c) To bring indents from Central Store.


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Job Description of CSSD Attendant:

- a) To loading and unloading of sterilizers.
- b) To assist sterilization technician.
- c) To receive and issuing of articles.
- d) To assist in fumigation and carbolization.

Job Description of Packer:

- a) Packing of surgical instruments in different trays.
- b) Packing of Gauge and cottons in drums.
- c) Packing of Linen for OT.

Job Description of Bearer:

- a) Dusting of whole deptt.
- b) Carbolization of walls, trolleys etc.
- c) Moping of walls.
- d) Cleaning of sterilizers installed in CSSD.

Job Description of Sweeper:

Cleaning and moping of floor & to maintain the hygiene condition of deptt.

NOTE: Assigned duties may be shifted to employees as per manpower availability.

TYPES OF ARTICLES RECEIVED IN CSSD

Articles received in CSSD for Sterilization are of three types


1. Ready Packs,
2. Articles that needs to be processed in CSSD before sterilization
3. Articles for ETO Sterilization

1. READY PACKS

Various types of packs are sent by different departments of Hospital and these packs are ready for sterilization. No further process is required for these packs in CSSD.

PROCEDURE

1. Packed articles like packets, drums and treys are receive on the trolleys at the unsterile area at receiving site of CSSD. Whole received articles are entered in register and then carry these articles to sterilization section in different trolleys for sterilization.


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2. After process of sterilization whole articles are stored in sterile store after checking the indicators to confirm the sterilization process.
3. Articles from departments are issued from issuing window after taking sign on issuing register.
4. Record of every received and issued article is maintained.

2. ARTICLES THAT NEEDS TO BE PROCESSED IN CSSD BEFORE STERILIZATION


Basically Instrument Treys and Drums from Surgery Wards are received from various departments of Hospital that needs to be processed before sterilization as per in house SOP of Instrument Trays and Surgical Drums.

a) PROCEDURE FOR INSTRUMEN TREYS

1. Used instruments treys received from various departments through receiving window in unsterile zone of CSSD.
2. Instruments are washed in flowing water properly.
3. Disinfection of Instruments is done by 5% Benzalkonium Chloride solution.
4. Dry & clean the disinfected Instruments with clean cloth.
5. Arrange the specified instruments in specified treys.
6. Sterilization indicator/tapes are placed on the treys before loading in Sterilizer and then properly arrange the treys into Sterilizer.
7. The sterilizer indicator has been checked as color of indicator changes from green to black or grey after sterilization. It shows that sterilization cycle done properly & record of sterilization cycle maintained in log book.
8. These sterilized treys are stored in sterile distribution section according to marked area of different departments and distribution is made to the departments against receipt of used treys.

b) PROCEDURE FOR DRUMS OF SURGERY WARDS

1. Receive the empty drums from various surgery wards and maintain the record in register.
2. Open the drums and fill them with gauze piece and cotton (cut by gauze cutting machine) as per required size and quantity.
3. Close the lid of drums and slide the shutter to perforated side before sterilization.
4. After sterilization drums perforated site shifts to close shutter site and drums are stored in sterile store.


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5. Issue the drums through issuing window after taking the signature of respective department.

3. Articles Sterilization by Ethylene Oxide Sterilizer (ETO)

ETO sterilization is Chemical type of Sterilization. Articles are received from various departments of Hospital that can't be sterilized by Autoclave Sterilizer due to heating effect for example Plastic items as per SOP of ETO.

FUMIGATION OF STERILE STORE

Fumigation is often the quickest way of controlling an infection. Fumigants can reach where sprays, dusts, aerosols etc cannot reach. Reduced residue problems in treated areas as per in house SOP of Fumigation.

Various Types of Section and their works are performed as per the SOP's

| SOP'S NO. | DETAILS OF SOP'S |
|-------------|--|
| CSSD/SOP/01 | SOP FOR OPERATION OF AUTOCLAVE |
| CSSD/SOP/02 | SOP FOR VALIDATION OF THE AUTOCLAVE STERILIZER |
| CSSD/SOP/03 | SOP FOR CLEANING OF AUTOCLAVE. |
| CSSD/SOP/04 | SOP FOR STERILIZATION OF ARTICLES IN ETHYLENE OXIDE STERILIZER |
| CSSD/SOP/05 | SOP FOR FUMIGATION. |
| CSSD/SOP/06 | SOP FOR STERILIZATION OF RUBBER GLOVES |
| CSSD/SOP/07 | SOP FOR STERILIZATION OF INSTRUMENTS TREYS |
| CSSD/SOP/08 | SOP FOR PACKING AND STERILIZATION OF DRUMS OF SURGERY WARDS. |
| CSSD/SOP/09 | SOP FOR RECEIVING AND ISSUING. |
| CSSD/SOP/10 | SOP FOR STORAGE OF STERILE ARTICLES IN STERILE STORE. |
| CSSD/SOP/11 | SOP FOR OPERATION OF AUTOCLAVE (Make STERIS) |

It is submitted for your kind approval so that the report may further be send to the Telemedicine deptt. for further necessary action.

[Signature]
Supervisor
CSSD
PGIMS, ROHTAK

[Signature]
PIO cum Officer I/C CSSD
PGIMS Rohtak
D. M. S. I/G
C. S. S. D.
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[Signature]
04.11.2020
DIRECTOR
Pt. B.D. Sharma, PGIMS
Rohtak-124001 (Hr.)

Title: SOP FOR OPERATION OF AUTOCLAVE

OBJECTIVES:

To lay down a procedure for the operation of Autoclave.

SCOPE:

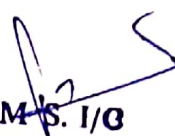
This procedure is applicable to Autoclave used in CSSD.

RESPONSIBILITY:

Sterilisation Technician, CSSD Attendants, Bearers.

PROCEDURE:

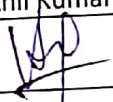
1. Ensure the instrument is clean and free from dust and placed in a clean area with proper packing and steam indicator.
2. Open the door of sterilizer and load the articles in chamber during this process the steam inlet valve for jacket pressure opened.
3. Close the door after completion of loading of articles.
4. Set all the valves for pre vacuum (remove the air from chamber).
5. Set all the parameters and open the main operating valve for supply of saturated steam from jacket to chamber.
6. When pressure of chamber reached about 15 PSI and temp reached 121⁰ C, then start the sterilization cycle for a holding period of 15 to 20 minute
7. After completion of holding period, start the steam exhaust phase from chamber.(Manually)
8. Then start the vacuum and dry phase at least 10 minute (Manually)
9. Allow the pressure to normalize and temperature less than to 70°C.
10. Switch OFF the main valve and open the door of the sterilizer to remove the sterilized stuff.
11. Clean the sterilizer after every cycle.
12. For ensuring the sterilization quality, do the culture test every week.
13. Maintain all record of Autoclave cycles and culture report properly.


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14. After completion the sterilization technician should enter the details as per the annexure General Precautions:

- It should be operated by a person having proper knowledge about it.
- Ensure that all steps of operating procedure are followed.
- If desired pressure is not achieved, check for leakage & monitoring devices and inform to maintenance department accordingly to rectify the problem if any.

15. If the instrument does not produce required calibration results, its pressure or temperature response is poor then it should be labelled as FAULTY or UNDER MAINTENANCE and should be repaired or serviced.

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| | Prepared By | Checked & Approved by | Authorized By |
| Designation | St. technician | Supervisor | DMS In charge |
| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


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Title: SOP FOR VALIDATION OF THE AUTOCLAVE STERILIZER

OBJECTIVES:

To lay down a procedure for the validation of the steam sterilizer (Autoclave).

SCOPE:

This procedure is applicable to the validation of steam sterilizer to know the efficiency & working of Autoclave.

RESPONSIBILITY:

Assistant Supervisor, Sterilisation Technician, CSSD Attendants.

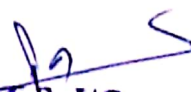
DETAILS OF AUTOCLAVE STERILIZERS:

| Sr. No. | Size of Sterilizer | Make | Nos. |
|---------|-----------------------|-----------|------|
| 1. | Sterilizer (2'*2'*4') | ESTEEM | 4 |
| 2. | Sterilizer (2'*2'*4') | YORCO | 1 |
| 2. | Sterilizer (2'*2'*4') | NAT Steel | 1 |
| 4. | Sterilizer (3'*2'*5') | ARKO | 1 |

PROCEDURE:


1. There are seven autoclave in CSSD, so arrange seven culture tubes which contain *Bacillus Sterothermophilus* from microbiology deptt. of PGIMS Rohtak.
2. Then put one tube in each Autoclave.
3. The steam sterilization process involving heating in an autoclave with saturated steam under pressure should be used .
4. After sterilization the tubes are sent to Microbiology Department for incubations and results.
5. The following combination of temperature and time are normally employed after removing of air or moisture from chamber of sterilizer.

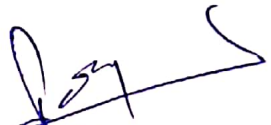
| S. No. | Holding Temperature (°C) | Minimum Holding Time (minutes) |
|--------|--------------------------|--------------------------------|
| 1. | 121°C to 124°C | 15-20 |
| 2. | 126°C to 129°C | 8-10 |
| 3. | 134°C to 138°C | 3-5 |


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6. Maintenance:

If the instrument does not produce required calibration results, then its pressure or temperature response is poor then it should be labelled as FAULTY or UNDER MAINTENANCE and should be repaired or serviced with checking & monitoring of temperature & pressure devices.

| | Prepared By | Checked & Approved by | Authorized By |
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| Designation | St. technician | Supervisor | DMS In charge |
| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


D. M. S. I/O
C. S. S. D.
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Title: SOP FOR CLEANING OF AUTOCLAVE.

OBJECTIVES:

To lay down a procedure for Cleaning of Autoclave.

SCOPE:


This procedure is applicable for cleaning of Autoclave at CSSD, PGIMS, Rohtak.

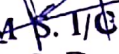
RESPONSIBILITY:

Sterilisation Technician, CSSD Attendants, Bearers.

PROCEDURE:

1. Wipe the outer surface of autoclave with a wet sponge, clean cloth and pipe connections with clean dry cloth every day before operating autoclave.
2. Clean the chamber once in a week with detergent solution using brush and wash with tap water to remove detergent. Then wash with demineralised water. Finally wipe the chamber with clean dry cloth.
3. Clean the sterilizer after every cycle of sterilization.
4. Sterilization Technician will ensure the cleaning procedure & completion.

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| | Prepared By | Checked & Approved by | Authorized By |
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| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


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Title: SOP FOR STERILIZATION OF ARTICLES IN ETHYLENE OXIDE STERILIZER

OBJECTIVES:

To lay down a procedure for sterilization of Articles in Ethylene Oxide Sterilizer received from various departments after use.

SCOPE:

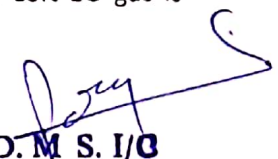
This procedure is applicable to ensure proper packing and sterilization of articles.

RESPONSIBILITY:

Assistant Supervisor, Sterilisation Technician, CSSD Attendants, Packers.

PROCEDURE:


1. Used articles (to be sterilize by ETO) received from various departments in receiving section of CSSD.
2. Segregate the articles as per their sizes of packing paper.
3. Packing of all articles in packing papers by sealing machine.
4. Mark the stamp on the packed article and write the deptt. name & date of sterilization.
5. Switch on the AC of ETO room.
6. Put all the packed articles in ETO sterilizer Chamber.
7. Remove the wet air and water from the filters of machine before operation of sterilization.
8. Insert the Ethylene Oxide gas cartridge of 170 gms in port given in ETO sterilizer.
9. Put the packed biological indicator in Chamber with the load.
10. Close the door of sterilizer and turn on the machine. ETO machine works on two temperatures i.e. 37° C & 55° C and in three stages i.e. **Preconditioning, Gas expose and aeration.**
11. On 37° C, preconditioning starts at a pressure of more than 900mbar and relative humidity more than of 40%. Machine runs in **Preconditioning stage** for 1 hour 20 minutes. After this stage **gas expose stage** starts, in this stage gas is exposed in machine from the ethylene gas cartridge at a pressure of 450-600 mbar and penetrates in the packed articles in chamber for three hours. Then machine exhausts its EO gas from chamber for 45 minutes from drain out pipe situated above roof of building as per norms. This 45 minutes time is called **purge time** and this time is not shown in graph. Mostly all the EO gas exhausts in this purge stage. Left EO gas is exhausted in **aeration stage** of cycle that is of three hours.

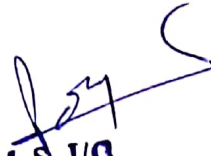

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OR

On 55° C, preconditioning starts at a pressure of more than 900mbar and relative humidity more than of 40%. Machine runs in **Preconditioning stage** for 1 hour 20 minutes. After this stage **gas expose stage** starts, in this stage gas is exposed in machine from the ethylene gas cartridge at a pressure of 450-600 mbar and penetrates in the packed articles in chamber for one hour. Then machine exhausts its EO gas from chamber for 45 minutes from drain out pipe situated above roof of building. This 45 minutes time is called **purge time** and this time is not shown in graph. Mostly all the EO gas exhausts in this purge stage. Left EO gas is exhausted in **aeration stage** of cycle that is of three hours.

12. After completion of cycle machine is switched off and door is opened after reduce of pressure. The graph of cycle is filed in record and biological indicator is send to microbiology for sterility assurance/validation and record is maintained of the receipt from microbiology department
13. After receipt of test report of biological Indicator from microbiology department, articles are issued to the concern departments if report is found OK and cycle to be run again if report is found negative.
14. Articles sterilized by ETO sterilizer are valid for 6 months from the date of sterilization with the condition that articles should not be unwrapped.

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| | Prepared By | Checked & Approved by | Authorized By |
| Designation | St. technician | Supervisor | DMS In charge |
| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


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Central Sterile & Supply Department
PT. B.D.SHARMA PGIMS ROHTAK

Issue Date: March-2020

SOP No.: 5

Review Before: April-2021

Title: SOP FOR FUMIGATION.

OBJECTIVES:

To lay down a procedure for Fumigation of Sterile store.

SCOPE:

This procedure is applicable for cleaning and Fumigation of Sterile Store at CSSD, PGIMS, Rohtak.

RESPONSIBILITY:

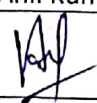
Sterilisation Technician, CSSD Attendants, Bearers.

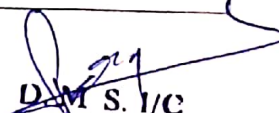
CHEMICAL COMPOSITION:

1. FORMALDEHYDE (37-41%) = 250 ml
2. POTASSIUM PERMANGATE = 50 gms or Formaldehyde fumes by fumigator

PROCEDURE:

1. Remove all articles from the site before fumigation.
2. Wipe the whole interior of sterile store with savelon/ sodium hypochlorite solution i.e. walls, racks, slab and floor .
3. Add Potassium Permanganate with Formaldehyde (37-41%) in a tray and put the solution in sterile store after wiping.
4. Close all the doors and windows tightly. Put wet clothes and tapes on the small opening of doors and close so that fumes may not leak out.
5. Fumes will generate from solution to control/kill pests, bacteria etc. from the sterile store.
6. The sterile store is left close for a day.
7. Next day culture tubes are sent to microbiology deptt. after taking the samples from the fumigated store i.e. from walls, racks, slabs and floor and record is maintained for the reports received from microbiology.
8. If the report is found negative then fumigation should be done again otherwise the sterilized articles can be store in the area.

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| | Prepared By | Checked & Approved by | Authorized By |
| Designation | St. technician | Supervisor | DMS In charge |
| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


D.M.S. I/C
C. S. S. D.
P.G.I.M.S., RTK.

Title: SOP FOR STERILIZATION OF INSTRUMENTS TREYS

OBJECTIVES:

To lay down a procedure for Recycling of Instruments Treys received from various departments after use.

SCOPE:


This procedure is applicable to ensure proper washing, disinfection, drying and sterilization of Instruments.

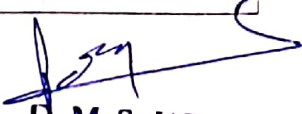
RESPONSIBILITY:

Assistant Supervisor, Sterilisation Technician, CSSD Attendants.

PROCEDURE:

1. Used instruments treys are received from various departments through receiving window of CSSD.
2. Instruments are washed in flushing of water properly to remove the blood stain or other particles.
3. Disinfection of Instruments is done by 5% Benzalkonium Chloride solution.
4. Dry & clean the disinfected Instruments with clean cloth properly.
5. Arrange the specified instruments in specified treys.
6. Sterilization indicator/tapes are placed on the treys before loading in Sterilizer and then properly arrange the treys into Sterilizers for Sterilization. After that the indicator has been checked as colour of indicator changes from green to black or grey. It shows that sterilization cycle done properly & record of sterilization cycle maintained in log book.
7. These sterilized treys are stored in sterile store at marked area of different departments accordingly and distribution is made to the departments from issuing window against receipt.

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| | Prepared By | Checked & Approved by | Authorized By |
| Designation | St. technician | Supervisor | DMS In charge |
| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


D. M. S. I/O
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***Title: SOP FOR PACKING AND STERILIZATION OF
DRUMS OF SURGERY WARDS.***

OBJECTIVES:

To lay down a procedure for packing and sterilization of surgical drums.

SCOPE:


This procedure is applicable to packing and sterilization of drums for various surgery wards.

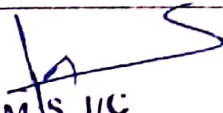
RESPONSIBILITY:

Assistant Supervisor, Sterilisation Technician, CSSD Attendants.

PROCEDURE:

1. Received drums from various surgery wards and the record to be maintained in register.
2. Open the drums and fill them with gauze piece and cotton cut by gauze cutting machine as per required size and quantity.
3. Close the lid of drums and slide the shutter to perforated side before sterilization .
4. Put the drums in Sterilizer Chamber for sterilization.
5. After sterilization, perforated site of drums shifts to close shutter site and then drums are stored in sterile store.
6. Issue the drums through issuing window after taking the receipt/signature of respective department.

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| | Prepared By | Checked & Approved by | Authorized By |
| Designation | St. technician | Supervisor | DMS In charge |
| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


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Central Sterile & Supply Department
PT. B.D.SHARMA PGIMS ROHTAK

Issue Date: March-2020

SOP No.: 9

Review Before: April-2021

Title: SOP FOR RECEIVING AND ISSUING.

OBJECTIVES:

To lay down a procedure for Receiving and Issuing of articles.

SCOPE:


This procedure is applicable for Receiving and Issuing of articles from CSSD, PGIMS, Rohtak.

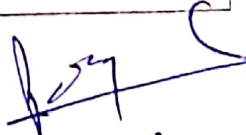
RESPONSIBILITY:

Assistant Supervisor, CSSD Attendants, Bearers.

PROCEDURE:

1. Instruments & other articles received at the site of receiving window up to 9:00 AM daily in morning shift with proper entry in receiving register.
2. Issue Slip against receipt of tray/article is given to concern deptt. after receiving of trays respectively.
3. Other articles i.e. packets, drums and trays are received on the trolleys at the receiving area of CSSD. Whole received articles are entered in register and then carry these articles to sterilization section in different trolleys for sterilization.
4. For validation of sterilization indicator/tape must be checked before loading in sterilizer.
5. After process of sterilization whole articles are stored in sterile store after checking the indicators to confirm the sterilization cycle.
6. Instrument trays and articles are issued through issuing window to respective departments by taking the issue slip and after taking sign on register.
7. Record of every received and issued article is maintained.

| | | | |
|-------------|---|-----------------------|----------------|
| | Prepared By | Checked & Approved by | Authorized By |
| Designation | St. technician | Supervisor | DMSS In charge |
| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


D. M. S. I/C
C. S. S. D.
P.G.I.M.S., RTK.

Title: SOP FOR STORAGE OF STERILE ARTICLES IN STERILE STORE.

OBJECTIVES:

To lay down a procedure for the storage of sterile articles in sterile store.

SCOPE:


This procedure is applicable to store the articles after sterilization process in sterile store.

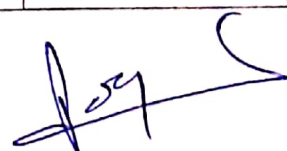
RESPONSIBILITY:

Assistant Supervisor, Sterilisation Technician, CSSD Attendants.

PROCEDURE:

1. Check whether the sterilization process is OK or not by checking the labels of articles and also check whether shutter of drum is closed or not.
2. Overshoes, cap, mask and proper dress should be wear before entering in sterile store.
3. Sterilized articles are stored in sterile store at their respective places on slabs & racks.
4. Sterile articles are issued from issuing window attached to sterile store.
5. Fumigation should be done time to time.

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|-------------|---|-----------------------|---------------|
| | Prepared By | Checked & Approved by | Authorized By |
| Designation | St. technician | Supervisor | DMS In charge |
| Name | Anil Kumar | Yogesh Kumar | P.K. Verma |
| Sign/ Date |  | | |


D. M. S. I/C
C. S. S. D.
P.G.I.M.S., RTK.

Central Sterile & Supply Department
PT. B.D.SHARMA PGIMS ROHTAK

Issue Date: March 2020

SOP No.:11

Review Before: April 2021

Title: SOP FOR OPERATION OF STERILISER-STERIS

OBJECTIVES:

To lay down a procedure for the operation of Steriliser (MAKE- STERIS).

SCOPE:

This procedure is applicable to Steriliser used in CSSD.

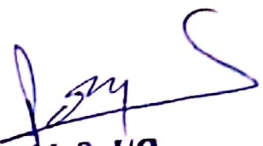
RESPONSIBILITY:

Sterilisation Technician, CSSD Attendants, Bearers.

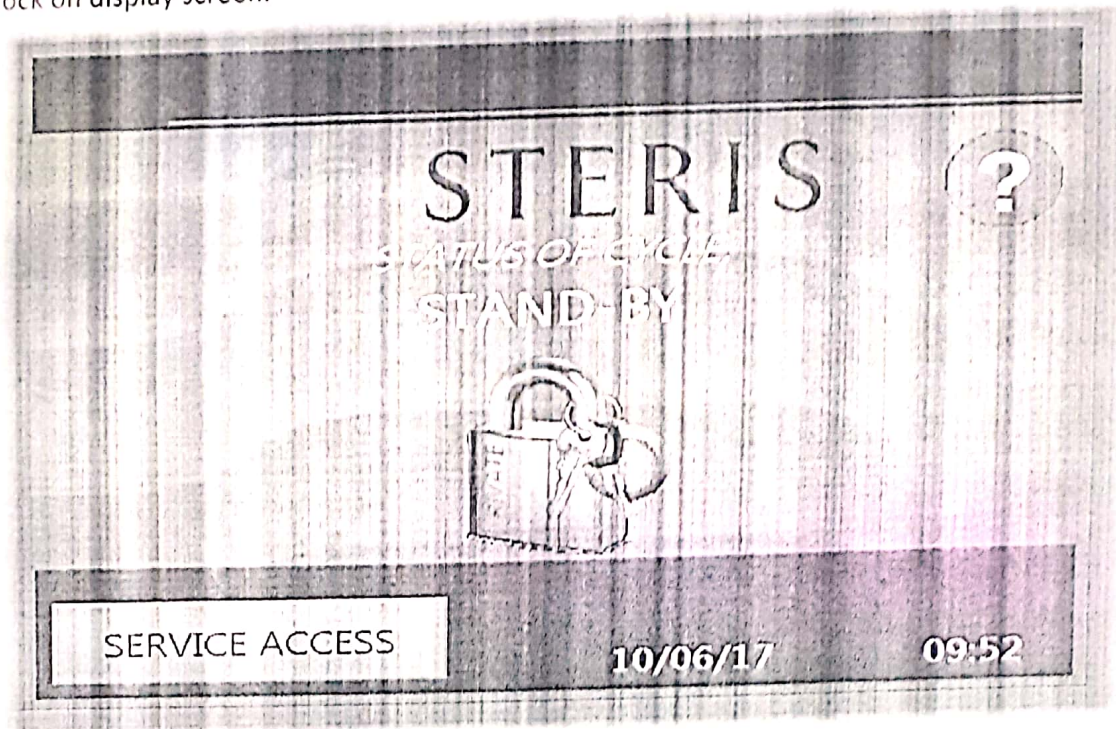
PROCEDURE:

1. Switch on the sterilizer from main switch then the display shows and sterilizer will be started to load the program.

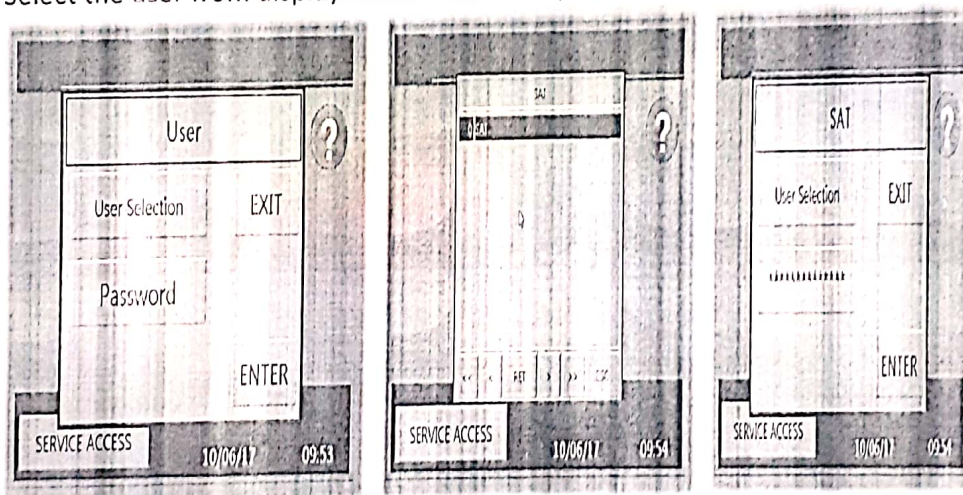



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2. After complete loading of program, display will show lock status then click on the lock on display screen.



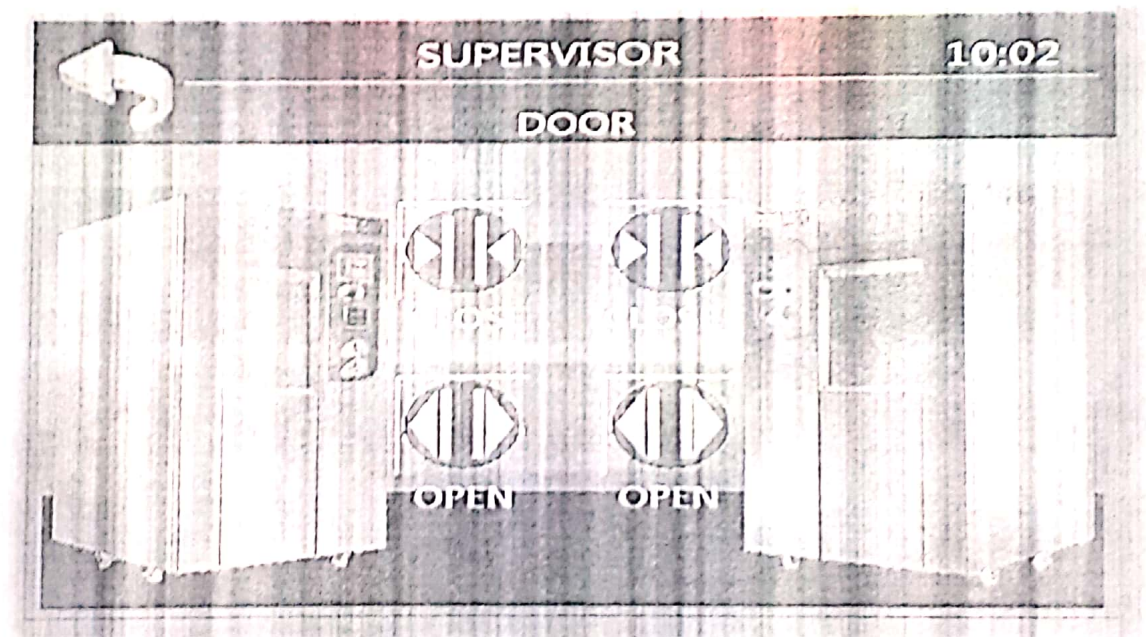
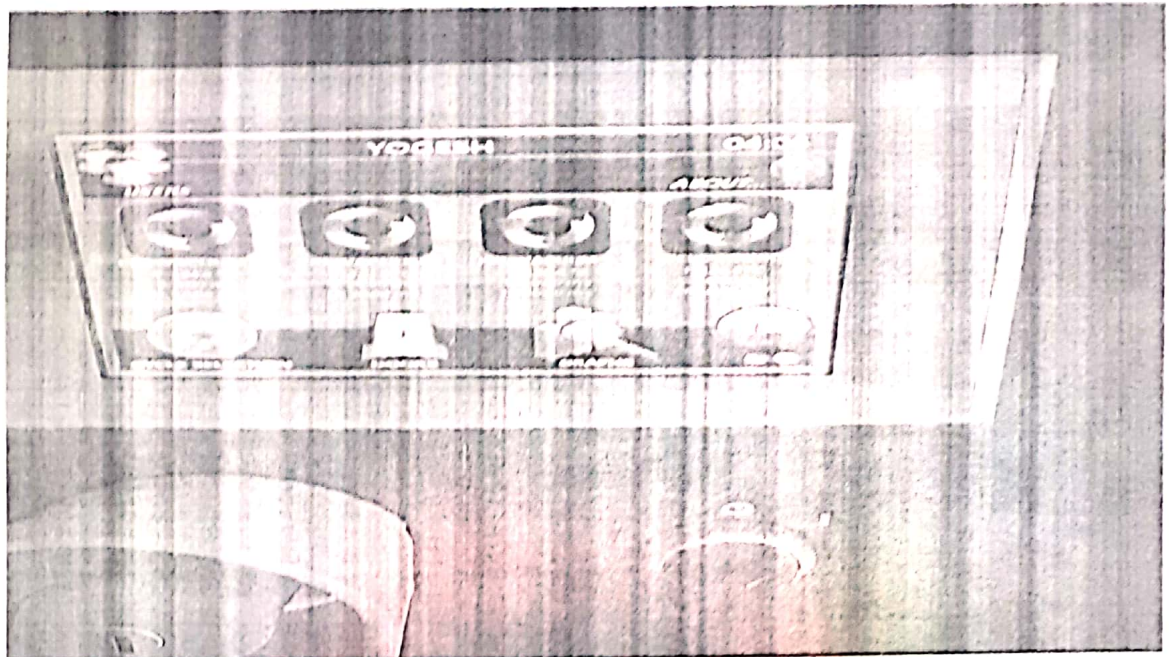
3. Select the user from display screen and enter password details in password.



4. Ensure the clean area must be clean, , free from dust etc.and ready to load the packed articles properly with validation indicator and label is placed on each article and placed in a clean area accordingly.

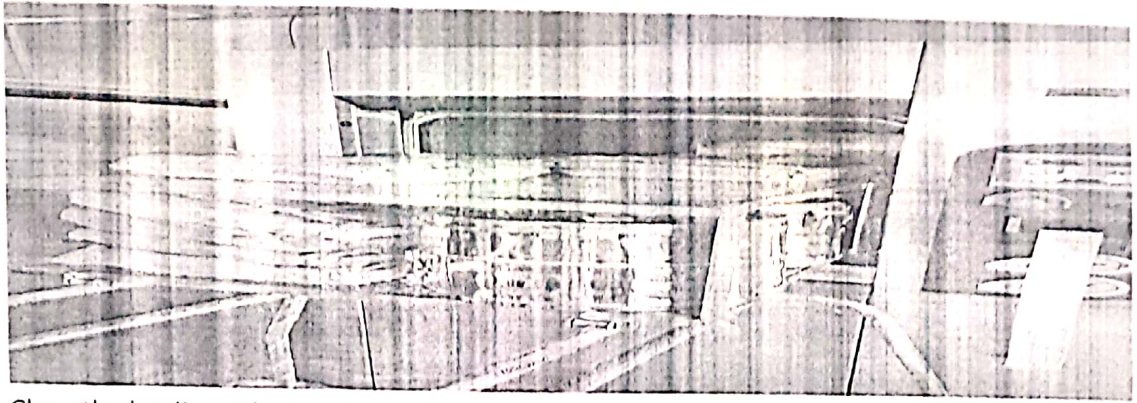
[Signature]
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5. Open the loading side door of steriliser installed in sterilisation area press door point on display.



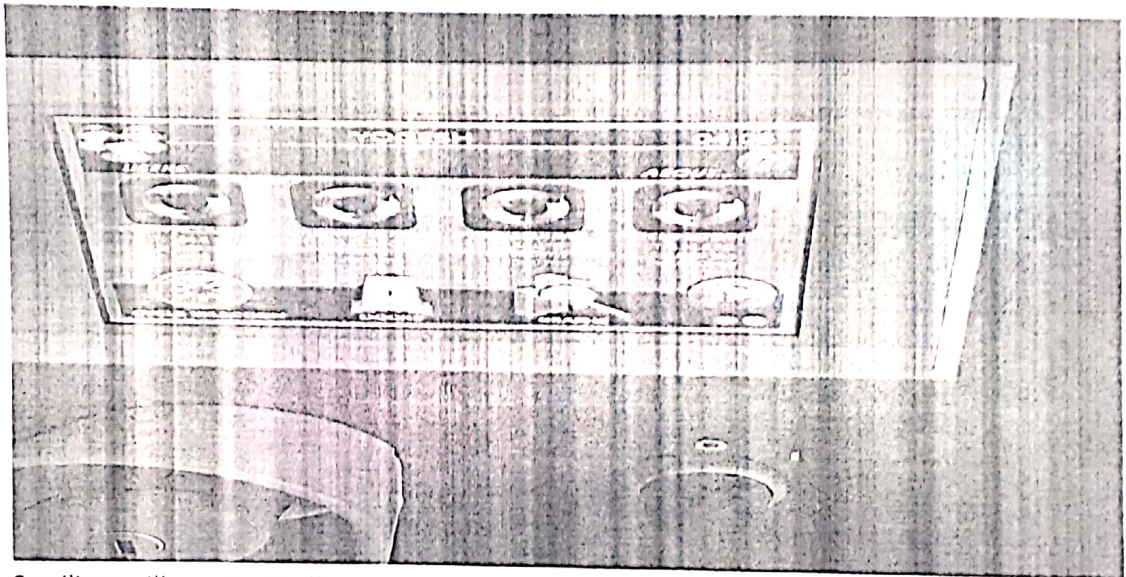
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6. Load the articles to be sterilized in respective sterilizers.



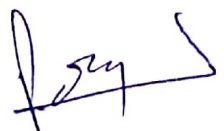
7. Close the loading side door from display CLOSE.

8. Select the cycle from the MENU.

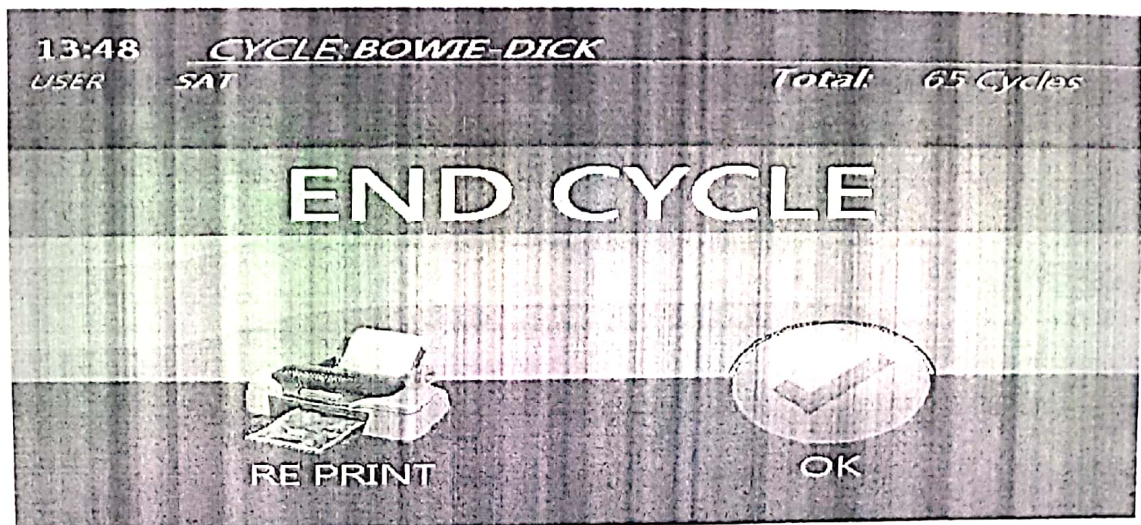


9. Sterilizer will automatically start for processing of following phases.

- 1) Pre Vacuum-4 pulse
- 2) Heating
- 3) Sterilization Phase.
- 4) Decompression phase.
- 5) Drying phase.
- 6) Cooling phase
- 7) Finishing of cycle.



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10. Sterilizer will show END CYCLE status after completion of cycle.

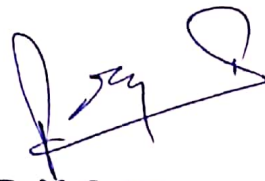


11. Unload the articles from sterile area after pressing of GREEN BUTTON on unloading side of Steriliser installed in sterile and distribution area.

12. Clean the steriliser with Cleaning Agent after every cycle

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|-------------|---|-----------------|-----------------|
| | Prepared By | Checked by | Approved By |
| Designation | St. technician | CSSD Supervisor | DMS Incharge |
| Name | Anil Kumar | Yogesh Kumar | Parminder Verma |
| Sign/ Date |  | | |

Central Sterile & Supply Department
PT. B.D.SHARMA PGIMS ROHTAK


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