



OFFICE OF LABORATORY ANIMAL CARE

Working Instructions

WIN Number:	604	Cage Wash Use and Maintenance	Revision #:	0
Date Effective:	4/28/23		Supersedes:	0

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PROCEDURE

All work instructions must be demonstrated by the trainer and performed by the trainee.

Dirty side:

1. Turn on the tunnel/rack washer to allow time to warm up.

LKS B172 Schlyer tunnel washer

1. Turn switch clockwise from "OFF" position to "ON"
2. On screen, select "main"
3. On screen, select "operate machine" to initiate warm up
4. On screen, select "start" to process items

LKS B172 Lynx rack washer

1. Turn switch clockwise from "OFF" position to "ON"
2. On screen, touch the image of the lynx to access various wash cycles
3. Select appropriate wash cycle for items to be processed
4. Once cycle is selected, select "start cycle" to initiate processing

NAF B166 rack washer

1. Rotate blue handle clockwise from horizontal position to vertical, pointing downward.
2. When the message "Commands not enabled" reflects on screen hold the center circular button until it lights up green - commands will be enabled. (If the rack washer has been powered down the

commands will need to be enabled)

3. To initiate the "cages" wash cycle, hold the center green button for three seconds.

WH 651 tunnel washer

1. Turn switch clockwise from "OFF" position to "ON"
 2. Press green reset button to acknowledge/silence alarm
 3. Tap screen to enter main menu
 4. On screen select "operate machine" to initiate warm up
 5. On screen press "Start Cycle" button to process items
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2. Pickup dirty cages etc. from drop sites and bring to dirty side cage wash
 - a) Keep the drop site area clean by sweeping and disposing of any debris in the area.
 3. Bring empty compost bins to the dirty side of the cage wash area and line all bins with compost bags.
 4. Check chemical levels daily, mark levels of chemicals weekly and replace when chemicals reach specified levels.
 - i. Replacing chemicals:
 - a) Retrieve drum jack from designated staging area.
 - b) Maneuver jack so curved front plate and barrel are flush against each other.
 - c) Ensure claw clip is below the upper lip of the chemical barrel, height can be adjusted by pumping the large petal to raise the jack or decompressing the small petal to lower the jack.
 - d) To lock the claw clip, pump the large petal to raise the height, the claw clip will naturally clamp around the barrel lip and lock it into place.
 - e) Barrel is ready for transport to the staging location.
 - f) Maneuver jack and barrel so that the edge of the barrel is hovering over the designated spill tray. Once positioned, decompress the small petal and the barrel will slowly lower and the claw clip will unclamp.
 - g) Once free, push the barrel to the center of the spill tray and secure it with safety chains.
 - h) Use barrel wrench to open cap of barrel, insert appropriate chemical line(s).
 5. Organize area by removing lids and feeders and separating them from the bottoms so item types are grouped together.
 6. Place a temperature strip on a metal basket or Guinea Pig (GP) feeder and send through tunnel washer before using tunnel washer (to ensure temperature has reached at least 160 degrees F or above).
 7. Set up Bio bubble (bedding disposal unit that draws bedding dust, dander, and allergens away from personnel into the HEPA filter) and place by compost bin, change pre-filter before use.

8. Technicians should assess and communicate to determine what needs to be processed first before dumping cages.
 - a) Report any untagged cages to the Supervisor and **DO NOT** dump.
9. Dump cages from each room technicians set of cages before starting on the next technicians set of cages.
 - a) Once all cages have been dumped return name tags to the designated area.
10. Report any live/dead animals found in cage wash slack group and complete cagewash animal report form.
11. Rinse/spray all carts with hose then with disinfectant before next use, heavily soiled carts are also processed through rack washer, hydro-pac tubs are washed via tunnel washer and hydro-pac frames are rinsed/sprayed with hose, then with disinfectant before next use and put in holding area.
12. Rinse/spray the conveyor belt area of the tunnel washer with the hose.
13. Clean filter trays of the tunnel washer. See Appendix A
 - a) Remove the filter trays, dump debris in the compost bin, clean trays and replace.
 - b) Interlocking trays must be interlocked, ensure doors are closed and locked.
14. Replace drop spot sheets when full.
15. Take out trash and compost bins at the end of the day
 - a) NAF/LKS take trash and compost bins to the designated area on the NAF loading dock.
 - b) Weill Hall take trash and compost bins to the compactor down the freight elevator to the first floor, walk straight ahead/out of the elevator to a set of doors which leads to the trash staging area/the compactor on the loading dock (the compost bin in Weill Hall is heavy, if applicable 2 people).
 - i. COMPACTOR (stays on, compresses, and retracts automatically)
 - Place compost bin against lift facing forward
 - Ensure compost bags are securely tied to avoid spill
 - Turn "Dumper" button "Up" to lift and "Down" to lower bin
 - Sweep any spill on floor, return container/s to the 6th floor
16. Sweep/mop floors

Clean side:

1. Check all PPE and cage stations and replenish as needed, restock clean supplies in the hallway for the lab.
2. Restock all bedding and enrichment:
 - a) Remove enrichment and/or bedding from corrugated cardboard and store in sanitizable container.
3. Receive temperature strip for tunnel and rack washer, verify within temperature range

and place strip in logbook, date and initial.

a) If machine is not in use, check "Not Used" on Temp log

b) If machine has a problem, check "Issue Reported" and write the issue, date, and your initials on the back of the temp log.

4. Organize, cover, and put all clean items in their appropriate storage area.

5. Maintain clearance around all safety equipment and emergency stop features.

6. Set up to fill cages (bedding and enrichment)

a) Keep a side cart for random items

7. Inspect clean items and set aside dirty or broken/defective equipment.

a) Bring dirty equipment back to the dirty side for cleaning.

b) Report all broken/defective equipment to the supervisor.

8. Fill water bottles (if applicable), place appropriate lixit/bottle stopper on each bottle, and cover

9. Take out trash and sweep/mop floors

REFERENCE DOCUMENTS

REVISION HISTORY			
REVISION NUMBER	AUTHOR(S)	EFFECTIVE DATE	REVISION(S)
1			

Appendix A



Tunnel washer filter tray

