

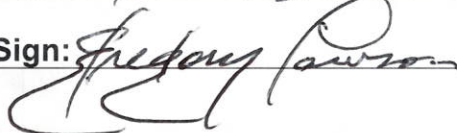




OFFICE OF LABORATORY ANIMAL CARE

Working Instructions

WIN Number:	707	Preparation of Sterile Packs	Revision #:	0
Date Effective:	8/31/23		Supersedes:	0

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Director:	Dr. Gregory Lawson	Sign:		Date:	8-31-2023

PROCEDURE

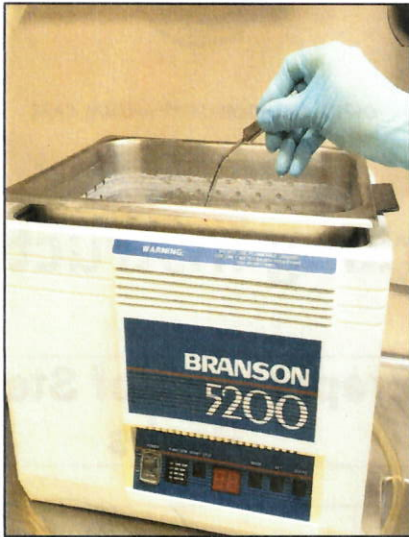
All work instructions must be demonstrated by the trainer and performed by the trainee.

Muslin wrap utilized

1. Soak instruments in a dilute enzymatic cleaner and water solution for five (5) minutes.
2. Wear gloves during the entire process to minimize exposure to possible infectious elements.
3. Scrub surfaces of instruments with a stiff nylon or steel bristle brush.
4. Rinse instruments in clean water.



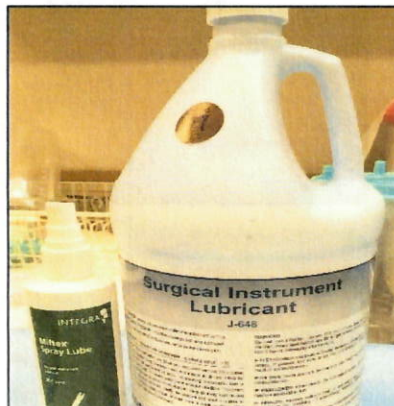
5. Place instruments in ultrasonic cleaner which has been filled with properly diluted cleaning solution, if available.



6. Lay out instruments in a single layer on a clean towel.
 - Instruments with handles are placed all the way open to allow drying of the inside.

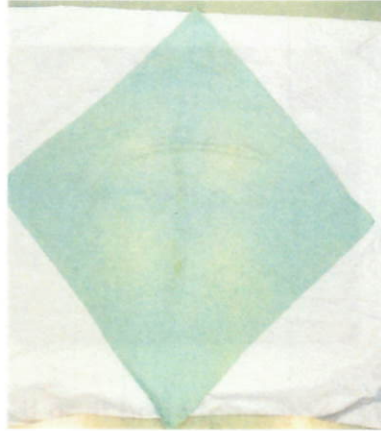


7. Spray or dunk in instrument lubricant and allow to dry completely.



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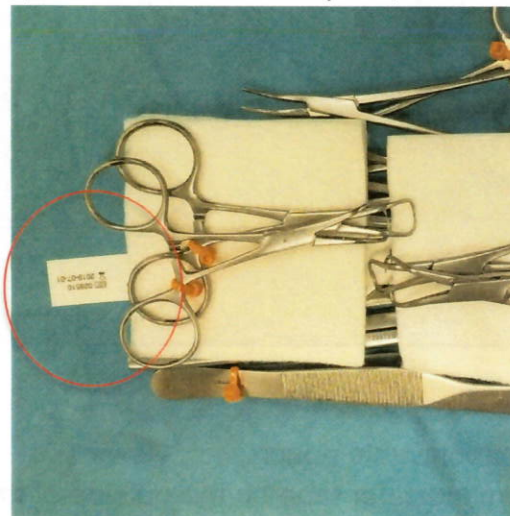
8. Lay a muslin wrap that is free of tears, holes, or debris in a diamond shape.



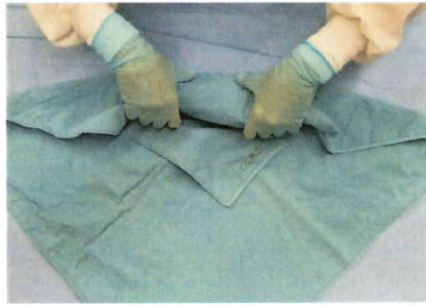
9. Arrange dry instruments and other elements of the pack (e.g., gauze, surgical towels), in the center of the wrap. **Note:** Make sure that hinged instruments are not locked so the steam can penetrate the box of the hinge.



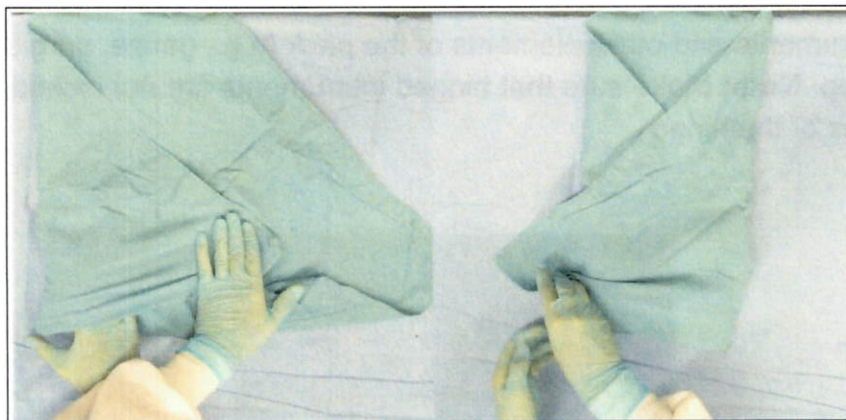
10. Place a steam indicator strip in the center of the pack, between all the elements of the pack.



11. Pull the lower corner up and over the instruments.



12. Pull the left side of the wrap over the right and then the right side over to the left. Make sure all these folds are TIGHT.



13. Pull the top corner over and tuck it into the V-shaped part of the wrap you have created.

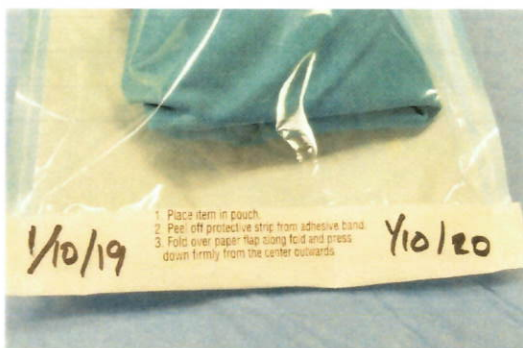


14. Place the pack inside an autoclavable pouch.

- Place a strip of steam indicator tape on the outside of the pack (on the cloth)
- When placing the pack inside the pouch ensure the tape is visible for easy verification the steam has effectively penetrated the instruments.



15. Write the current date, the expiration date 12 months from the current date and your initials on the pouch.



Muslin wrap not utilized

1. Soak instruments in a dilute enzymatic cleaner and water solution.
2. Wear gloves during the entire process to minimize exposure to possible infectious elements.
3. Scrub surfaces of instruments with a stiff nylon or steel bristle brush.
4. Rinse instruments in clean water.
5. Place instruments in ultrasonic cleaner which has been filled with properly diluted cleaning solution, if available.
6. Lay out instruments in a single layer on a clean towel.
 - Instruments with handles are placed all the way open to allow drying of the inside.
7. Place instruments into a sterilization pouch. Make sure that hinged instruments are not locked so that steam can penetrate the box lock of the hinge.
8. Seal the self-closing end of the pouch.

9. Affix a strip of the autoclave indicator tape to the outside of the pouch.
10. Write the current date, the expiration date 12 months from the current date and your initials on the pouch.

REFERENCE DOCUMENTS

REVISION HISTORY			
REVISION NUMBER	AUTHOR(S)	EFFECTIV E DATE	REVISION(S)