

Clinical Process Instruction Manual

Sterilization of Equipment – Organ Process Instruction

Policy:

All non-disposable surgical instruments/equipment, devices and supplies used for retrieval are properly cleaned, disinfected and sterilized after each use to control the prevention of infectious disease contamination or cross-contamination. During organ recovery, Trillium Gift of Life Network (TGLN) staff or designate is to use sterile recovery equipment and aseptic or clean technique as appropriate in a sterile Operating Room (OR) environment.

If TGLN is not involved with recovery, the associated transplant program is similarly obliged to comply with Health Canada standards for sterility of equipment. For hospitals without a sternal saw, TGLN (or designate [For London-only recoveries, or when an out-of-province comes]) will provide one.

Sterilization of TGLN equipment is outsourced to The University Health Network - Toronto General Hospital (TGH).

Process:

1. After the use of TGLN retrieval equipment (sterna/abdominal retractors or sternal saw), the Surgical Recovery Coordinator (SRC) places used equipment into its appropriate container, and seals and clamps the metal box.
2. The SRC drops the equipment off at the Central Processing Department (CPD) of TGH. The CPD service is available 24 hours a day, 7 days a week on the 3rd floor of the hospital. If the SRC is dropping off the sternal saw, the battery is also dropped off to ensure testing after sterilization, if necessary.
3. The CPD sterilizes the retractors, sternal saw and containers. This process typically takes 3 to 4 hours.
4. If the SRC who dropped the equipment off is unable to return for equipment pick-up on the same shift, the oncoming SRC is responsible for picking up the equipment.
5. The SRC returns to the CPD to pick up the equipment upon completion of the sterilization. The SRC verifies sterilization has been completed by ensuring that the equipment has tabs that are not broken and/or a black dot indicator that has changed colour. The SRC ensures the sternal saw battery is also picked up if a sternal saw was dropped off.
6. The SRC returns the sterilized equipment to the TGLN sterile supply room.

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7. At the time of receiving sterilized equipment and restocking new supplies, the SRC ensures these packages are properly sealed and not expired or tampered in any way.
8. If equipment or supplies are expired or tampered with in any way, these equipment and supplies are not used and clearly labelled 'Not for Use' while awaiting their final disposition.

Records:

- No records.

References:

- *Basic Safety Requirements for Human Cells, Tissues and Organs for Transplantation. Requirements 6.1.1, Guidance Document, Health Canada, July 2005*
- *Standards for Tissue Banking, American Association of Tissue Banks, United States, 14th edition, 2017. D6.100.*