



# DEDER GENERAL HOSPITAL

## Standard Operating Procedure (SOP) for *Instrument Reprocessing*

***Document Number: IPC-IReP-001***

***Version: 1.0***

***Effective Date: January 20, 2024***

***Review Date: January 20, 2026***

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***January 2024***

***Deder, Oromia***

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## 1. Purpose

To ensure that all reusable medical instruments and equipment are properly cleaned, disinfected, and sterilized to prevent healthcare-associated infections (HAIs) and ensure patient and healthcare worker safety.

## 2. Scope

This SOP applies to all staff involved in the reprocessing of reusable medical instruments and devices at Deder General Hospital, including staff in the CSSD, operating theatre, outpatient and inpatient departments.

## 3. Responsibilities

- ✍ **Infection Prevention and Control (IPC) Committee:** Supervise compliance with IPC standards.
- ✍ **CSSD Staff:** Perform all steps of reprocessing as per protocol.
- ✍ **Clinical Staff:** Ensure instruments are transported safely and are pre-cleaned before sending to CSSD.
- ✍ **Biomedical/Support Staff:** Maintain and service sterilization equipment.

## 4. Definitions

- ✂ **Cleaning:** Removal of visible soil and organic matter.
- ✂ **Disinfection:** Elimination of many or all pathogenic microorganisms, except bacterial spores.
- ✂ **Sterilization:** Complete elimination of all forms of microbial life.

## 5. Reprocessing Procedure

### 5.1 Collection and Transport

Contaminated instruments should be handled with gloves and placed in designated leak-proof containers. Transport to CSSD should occur as soon as possible to prevent drying of organic material.

### 5.2 Cleaning

Manual cleaning should use a soft brush and detergent under water to prevent aerosolization. Ultrasonic cleaners may be used for delicate items. Rinse thoroughly with clean water.

### 5.3 Disinfection (if applicable)

Use appropriate high-level disinfectants (e.g., 0.1% chlorine or glutaraldehyde) following manufacturer instructions. Ensure complete submersion for the required contact time.

## 5.4 Inspection and Packaging

Inspect instruments for cleanliness and function. Package appropriately using sterilization wraps, pouches, or containers.

## 5.5 Sterilization

Use steam sterilization (autoclave) where possible. Record cycle parameters (time, temperature, pressure). Other methods (e.g., dry heat, chemical) should only be used where appropriate.

## 5.6 Storage and Distribution

Sterile packs must be stored in clean, dry, and secure storage areas. Rotate stock using the 'first-in, first-out' (**FIFO**) method.

## 6. Safety Measures

- ✂ Always wear PPE (gloves, gown, mask, goggles).
- ✂ Ensure proper ventilation in cleaning and sterilization areas.
- ✂ Handle sharp instruments with care to avoid injury.

## 7. Monitoring and Documentation

- ✂ Maintain logbooks for sterilization cycles.
- ✂ Monitor sterilizer performance using chemical and biological indicators.
- ✂ Document training and competency of reprocessing staff.

## 8. References

1. Ethiopia National IPC Reference Manual, Volume 1
2. WHO Decontamination and Reprocessing of Medical Devices
3. CDC Guidelines for Disinfection and Sterilization in Healthcare Facilities