

# Clean Supply Room - Storage of Equipment and Supplies

## Site Applicability

All PHC Acute and Long Term Care Sites.

## Practice Level

Basic: All direct and indirect care staff

## Standard

[Clean Supply Rooms \(CSRs\)](#) are separate from and have no direct connection with [soiled utility rooms](#) or [dirty supplies](#).

The unit leader or designate will regularly [audit](#) CSRs in consultation with Infection Prevention and Control.

It is recommended that the audits be completed at least monthly, kept in a binder in an accessible location on the unit, and available for review by IPAC and others (i.e. Operation Leader, Clinical Nurse Leader, Accreditation surveyor, etc.). It is an expectation that any deficiencies be addressed at the time of the audit. Please contact the IPAC Infection Control Practitioner assigned to your unit if you are experiencing barriers to completing the monthly audits.

## Purpose

1. To prevent potential contamination of patient care supplies.
2. To achieve safe and effective storage of patient care equipment and items that will be stored in the CSR.
3. To provide a guideline to facilitate auditing of the CSR.

## Background

This document describes Infection Prevention and Control (IPAC) principles to ensure that appropriate equipment and supplies are stored in the CSR in Acute Care and Long Term Care (LTC) sites, in order to reduce the risk of contamination of clean and sterile items.

Within PHC, there are a variety of CSR configurations; each CSR layout will present unique challenges to achieve optimum processing and storage. Where the CSR configuration presents challenges, IPAC is available to assist with specific issues or planning the flow and placement of equipment.

IPAC must be contacted for consultation on all new construction to ensure that the CSRs are equipped to provide for storage of necessary supplies only, and to avoid storage of potentially inappropriate items.

## Guideline

### Items Approved for Storage in the CSR:

Clean and sterile items that are used for mouth care, personal hygiene, sterile specimen collection, wound care, etc.:

- Soap
- Shampoo
- Lotion/cream
- Mouth care items
- Denture cups
- Toothbrushes
- Toothpaste
- Straws
- Tongue depressors
- Disposable razors
- Facial tissue
- Suction catheters and handheld oral suction
- Sterile specimen containers (e.g. urine, sputum, etc.)
- Sterile swabs for lab specimens
- Sterile urinary catheter supplies
- Vaginal speculums
- Nasogastric supplies
- Dressing supplies
- Sterile syringes
- Disposable protectors (e.g. “bibs”)
- Shoe covers
- Tape
- Linen
- Alcohol gel/foam
- Skin antiseptics/prep solutions
- Glove boxes
- Mask boxes
- Suction containers
- Disinfectant wipes
- Incontinent pads/briefs
- Incontinent supplies (e.g. rectal tubing supplies)
- Graduated urine collection containers (e.g. “triangular containers”)
- Urine toilet collection containers
- Enema supplies

### Items Unacceptable for CSR:

Items that have had contact with body fluids or waste:

- [Contaminated items](#) that have had contact with body fluids or waste
- Automated bedpan [flusher/disinfector](#)
- Commodes (soiled)
- Soiled linen containers
- Sharps container in use
- Bedpans/urinals/kidney basins with body fluids
- Soiled equipment prior to cleaning or sending to Medical Device Reprocessing Department (MDRD) for [sterilization](#)
- Trash containers

- Disinfected [blueware](#), bedpans and urinals (after removal from the automated flusher)
- Bagged bedpans, urinals, basins, and kidney basins from MDRD (may be stored in an equipment storage area)
- [Disinfected](#) urine collection containers (e.g. triangle containers)

Stored items/supplies used for specimen testing or disposal of contaminated items:

- Unsterile urine specimen containers (e.g. urinalysis tubes)
- Urine toilet collection containers
- Stool specimen containers
- Biohazardous specimen bags
- Unused sharps containers
- Urine testing equipment (e.g. test strips etc.)
- Disposable liners or containers
- Trash bags
- Disinfectant and rinse solutions for the automated flusher
- Enzymatic cleaner
- Items stored on the floor (including corrugated cardboard boxes)
- Unused equipment or broken equipment (find appropriate space)

Kitchen items/activities not acceptable for a CSR (steam and water may contaminate sterile supplies):

- Electric kettle
- Washing dishes
- Cups, dishes and cutlery
- Food supplies

Personal items:

- Personal patient/resident items (vases, clothing, mobility aids, etc.)
- Personal items belonging to staff (footwear, clothing, lunch bag, etc.)

## Related Documents

- [Clean Supply Room Audit Tool](#)
- [B-00-07-16060](#) - Soiled Utility Room - Storage of Equipment and Supplies

## References

- Canadian Standards Association (CSA) Group. (2017). Z8000-11. <https://www.csagroup.org/standards/>
- Centers for Disease Control and Prevention. (2019). Guideline for Environmental Infection Control in Health-Care Facilities. Retrieved from <https://www.cdc.gov/infectioncontrol/pdf/guidelines/environmental-guidelines-P.pdf>
- Provincial Infection Control Network of British Columbia. (2016). British Columbia Best Practices for Environmental Cleaning for Prevention and Control of Infections in All Healthcare Settings and Programs. Retrieved from <https://www.picnet.ca/wp-content/uploads/British-Columbia-Best-Practices-for-Environmental-Cleaning-for-Prevention-and-Control-of-Infections-in-All-Healthcare-Settings-and-Programs.pdf>

## Definitions

**“Blueware”** includes plastic (blue) or steel equipment used to collect or hold body fluids or patient’s contaminated items.

**“Clean Supply Rooms (CSRs)”** are used for storage of clean and sterile items, and shall be physically separate from and have no direct connection with dirty workrooms or dirty holding rooms.

**“Cleaning”** is the physical removal of visible soil, body fluids or foreign materials. Cleaning is accomplished by manual or mechanical means, using water with detergent or enzymatic products and must be performed before disinfection can occur.

**“Closed flusher/washer/disinfector”** is a self-contained mechanical system, which uses pressurized water and detergent to clean and flush blue wear and uses moist heat to disinfect blue wear (e.g., Tornado, Getinge, Meiko).

**“Dirty/Contaminated items”** have been used for patient care and may be visibly soiled or come in contact with the patient’s body fluids, person, or environment.

**“Low Level Disinfection”** is a chemical or heat related process that reduces most pathogenic microorganisms, including MRSA, VRE, HIV, HBV, and HCV (except mycobacteria or spores) on non-critical equipment to a level unlikely to be hazardous.

**“Non-Critical equipment”** includes patient care equipment that comes in contact with the patient’s intact skin but not mucous membranes or sterile sites, and requires low level disinfection (e.g. bedpans, commodes).

**“Soiled Utility Rooms (SURs)”** are used for storage and cleaning of contaminated items, and shall be physically separate from and have no direct connection with clean workrooms or clean supply rooms. SURs shall contain a clinical sink and a hand-washing station. Fixtures shall include a hot and cold mixing faucet as well as a work counter and space for separate covered containers for soiled linen and/or a variety of waste types.

**“Sterilization”** is the destruction of all forms of microbial life including bacteria, viruses, spores, and fungi. Items must be cleaned thoroughly before effective sterilization can take place.



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