Cleaning Instruments
Follow manufacturer’s instructions.

Use personal protective equipment (PPE), such as gloves, mask, gowns and goggles, if splashing is anticipated.
• Immediately remove all organic matter, such as blood and tissue, to prevent materials from drying in hard-to-reach areas.
• Remove all other residue.
• Wash in hot sudsy water with brushes as appropriate, and keep below water line as much as possible.

Disinfecting and Sterilizing Instruments
Follow manufacturer’s instructions. (Use disposables as available and appropriate.)

Item or Instrument Procedure After Cleaning
Surgical instruments Sterilize* with heat.
Acupuncture needles Sterilize* with heat.
Neurologic test pin Sterilize* with heat or HLD†.
Suture removers Sterilize* or HLD†.
Electrocautery tip (skin use) Sterilize* or HLD†.
Vaginal speculum and IUD tenaculum Sterilize* or HLD†.
Respiratory therapy equipment HLD†
Anesthesia equipment HLD†
Endoscopic instruments HLD†
Laryngoscope and blades HLD†
Laryngeal mirror HLD†
Esophageal manometry probes HLD†
Pessary and diaphragm fitting HLD†
Nasal speculum HLD†
Anorectal manometry HLD†
Ear suction tip, speculum and syringe nozzle HLD†
Stethoscope Wipe with alcohol, a phenolic or quaternary ammonium compound between patients.
Exam table, counter top, baby scale Change paper cover between patients. If fecally contaminated, use 1:10 bleach solution.

Rinsing, Drying and Storing Instruments
Follow manufacturer’s instructions.

Rinse: Use sterile, filtered or tap water according to manufacturer’s directions.
Dry: Scopes may require forced air.
Store: Store instruments to prevent recontamination and promote drying.

Cleaning and Disinfecting Environmental Surfaces

Minimal hand-contact surfaces (hard surface flooring, window sills, blinds, window curtains, walls) • Regularly clean with a 'free rinsing' detergent and when visibly soiled.

Frequent hand-contact surfaces (light switches, door knobs, telephones, non-porous furniture, bedrails, privacy curtains, areas around and surrounding toilets) • Daily clean and disinfect. Increase frequency when visibly soiled.
• Use barrier protective coverings for non-critical equipment surfaces that are difficult to clean (computer keyboards, copy and fax machines). Clean coverings daily and increase frequency when visibly soiled.

Carpeting and cloth furniture • Regularly vacuum using HEPA filters.
• Deep clean periodically.
• Properly maintain wet cleaning equipment and allow to dry between uses.

Blood and Body Substance Spills (vomitus, feces, urine)

Standard office setting • Wear appropriate PPE.
• Clean visible matter with disposable, absorbent material. Discard in biohazard bag.
• Dispose of blood spill clean up materials as medical waste.
• Use EPA-registered hospital disinfectant labeled tuberculoidal or EPA-registered sodium hypochlorite: 1:100 or 1:10 dilution depending on size or spill.

High risk environments (clinical, public health and research labs) In addition to the above:
• Isolate the area.
• Flood area with a recently mixed 1:10 sodium hypochlorite or another intermediate level disinfectant before cleaning.
• Use fresh disinfectant after cleaning.

Medical Waste Management

Develop and administer an appropriate plan.
"Sharps" disposal • Container must be impermeable and clearly marked.
• Store all sharp items (scalpels, needles) in a puncture-resistant container located close to the point of use.
• Do not break, bend or manually recap used needles prior to placement in sharps container.

Regulated medical waste • Dispose of medical waste according to appropriate local, state or federal regulations.
• Store properly in well ventilated areas, inaccessible to vertebrate pests.
• Store in appropriate containers.

*Sterilization Methods
Heat tolerant items:
• Steam (~40 min)
• Dry heat (~6 hours depending on temperature)

Heat-sensitive non-immiscible:
• Ethylene oxide gas (~150 min), hydrogen peroxide gas plasma (~50 min)

Heat-sensitive immiscible:
• 72.4% glutaraldehyde (~10 min), or 1-12% glutaraldehyde and 1.93% phenol (20 min).
• 7.35% hydrogen peroxide and 0.23% peracetic acid (15 min).
• 7.5% hydrogen peroxide (30 min).
• 1-0.5% hydrogen peroxide and 0.08% peracetic acid (8 h), or 20.2% peracetic acid (~50 min at 50C-56C)

†Intermediate Level Disinfectant: 1-10 sodium hypochlorite, 60-90% ethyl or isopropyl alcohol, some phenolics and some iodophors.

**Skin and 60-90% isopropyl alcohol, some phenolics and some iodophors.

Sources

http://www.cdc.gov/mmwr/preview/mmwrhtml/mm5210a1.htm

http://www.cdc.gov/mmwr/preview/mmwrhtml/rr5210.htm

Note: Use EPA-registered disinfectants (http://www.epa.gov/oppad001/chemregindex.htm). Follow all manufacturers’ directions.

Change cleaning solutions frequently and when moving to a new area.
Clean mop heads and cleaning cloths, and allow to dry before reuse.
Replace soiled mop heads and cleaning cloths before each cleaning solution change and/or when cleaning a blood or body substances spill.