# Preventative and Routine Maintenance of Automated Cleaning Equipment

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## OBJECTIVES

Outline steps required for routine maintenance of automated equipment used in MDR.

## APPLICABILITY

Compliance with this document is required by all Alberta Health Services employees, members of the medical and midwifery staff, students, volunteers, and other persons acting on behalf of Alberta Health Services (including contracted service providers as necessary) working within Medical Device Reprocessing and Operating Rooms.

**Note**: Site specific procedures shall be developed and followed based on the specific equipment that is used.

## ELEMENTS

1. Preventative and routine maintenance
   - 1.1 All automated reprocessing equipment used in MDR shall have preventive and routine maintenance performed as per the Manufacturer's Instructions for Use (MIFU).
   - 1.2 Automated reprocessing equipment includes but is not limited to:
     - a) air handling systems (e.g., GUS);
     - b) Automated Endoscope Reprocessors (AER's);
     - c) automated flushing aids;
     - d) DI probe reprocessing units;
     - e) drying cabinets;
     - f) fume hoods;
     - g) heat sealing units;
     - h) high-level disinfection equipment;
     - i) incubators;
     - j) leak testing equipment for flexible endoscopes;
     - k) multi chamber washer disinfectors;
     - l) pasteurizers;
     - m) single chamber washer disinfectors;
     - n) sterilizers;



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o) ultrasonic cleaners;
p) water treatment equipment.

1.3 All preventive and routine maintenance performed shall be documented and records retained.

2. Cleaning of equipment
   2.1 Procedures are required outlining the cleaning requirements for all equipment based on the MIFU and site inventory.
   2.2 Frequency of cleaning shall be determined based on the MIFU.
   2.3 Cleaning shall be performed by trained department personnel.
   2.4 Chemicals and detergents used for cleaning shall be prepared according to the MIFU.
   2.5 Chemicals and detergents used for cleaning shall be handled according to the Material Safety Data Sheet (MSDS) for each product.
   2.6 Appropriate Personal Protective Equipment (PPE) shall be worn when performing cleaning.
3. Routine and preventive maintenance
   3.1 Routine and preventive maintenance shall be performed by trained personnel. Details of service records and documentation on preventive maintenance may be maintained by external departments (e.g. FME). Any contracted service provider must leave records with FME and a copy with MDR.
   3.2 Frequency of routine and preventive maintenance shall be determined by the MIFU.
   3.3 Appropriate PPE shall be worn when performing routine and preventive maintenance.
4. Maintenance monitoring and testing
   4.1 Procedures are required outlining the monitoring and testing requirements.
   4.2 Monitoring and testing of all automated equipment shall be performed following the MIFU for each piece of equipment and established guidelines and standards.
   4.3 Records shall be kept of all results.

## DEFINITIONS

None

## REFERENCES

- Non-Alberta Health Services documents
  - *Reusable & Single-Use Medical Devices Standards.* (Government of Alberta-Alberta Health) (September 2019).
  - *Canadian Medical Device Reprocessing.* (Canadian Standards Association) (CAN/CSA Z314-18)

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## VERSION HISTORY

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