

**\*RFHHA MANAGEMENT TIP OF THE DAY FOR HOSPITAL ADMINISTRATORS 1330\***

**\*Learn the Management skill: Top Ten Tips Benchtop Steam Sterilizers\***

1. Where possible, **use a sterile service facility** rather than processing locally.
2. **Do not process wrapped**, tubular or textile products in a conventional benchtop steam sterilizer - process them only in a suitable vacuum benchtop steam sterilizer.
3. All items must be **clean and dry before loading** into the sterilizer. Do not overload the sterilizer - the load items might not be sterilized.
4. **Sterilization performance** must be checked frequently (daily - this includes the steam penetration test on vacuum benchtop sterilizers - and weekly by the user; quarterly and annually by a competent test person). This is in addition to routine maintenance and cleaning.
5. **Drain and clean chamber and reservoir** at the end of each day and leave dry. Replenish with sterile water for irrigation from an unopened container.
6. Have the **sterilizer's pressure system checked** for safety. Keep records of all checks and repairs to the pressure system. Do not circumvent safety features. These are legal requirements.
7. Keep **permanent records of every sterilization cycle**.
8. Keep **written records** of all testing and maintenance carried out on every sterilizer. The records should be kept in a logbook.
9. **Technical advice** is available from Registered Authorising Engineers (Decontamination), AED(s). Infection control nurses can advise on prevention of cross infection. Consult them if you are not sure how to sterilize a piece of equipment.

**10. Do not reprocess single-use devices.**

**\*Dr Madhav M Singh\***

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