Naval Medical Center Portsmouth

Trophon® EPR Competency

Employee Name: _____

Instructional Strategies: 1. Review Competencies with Orientee 2. Locate Operator Manual 3. Indicate who is responsible for maintaining equipment. 4. State potential risks of malfunctioning equipment or if equipment is improperly used. 5. Know the procedure if equipment has harmed staff or patients. 6. Can safely operate equipment on a daily basis.	References: 1. Naval Medical Center Portsmouth Infection Control Manual, Chapter 2, High-level Disinfection 2. Trophon® EPR Policy 3. Trophon® EPR User Manual 4. MSDS for SONEX-HL EPR solution and Trophon® EPR cartridge
Submitted by: Infection Control **Approved by:** Infection Control Committee **Date approved:** 24 Sep 2013 **Date Revised:**	**Evaluation Mechanism** 1 = Clinical Performance/Demo 2 = Simulated Performance 3 = Verbal or Written Performance N/A = Not Applicable

Performance Criteria	**Eval Mech**
Purpose and Preparation	
1. States purpose of Trophon® EPR and High-level Disinfection (HLD).	1 2 3 N/A
2. States how to maintain Trophon® EPR in ready mode. a. Never turn machine off. Press blue button periodically. This shortens the warm-up cycle. b. Always keep chamber door closed when not in use. c. Warm up cycle can take up to 45 minutes. d. Machine must be maintained on a flat surface with at least 10" clearance on all sides. e. Machine should be placed in a stationary, well-ventilated area and not moved.	1 2 3 N/A
3. Wears Personal Protective Equipment (PPE): a. Clean gloves	1 2 3 N/A
4. Identifies the type of equipment approved for processing in Trophon® EPR.	1 2 3 N/A
5. Demonstrates knowledge of preparing instrument for Trophon® EPR: a. After removal of vaginal probe from the patient, don clean gloves and remove protective barrier, disposing in regular trash. b. Thoroughly clean and decontaminate probe and cord using an approved hospital enzymatic cleaner or disinfecting wipe, following directions of product being used. Ensure cleaner being used is approved by the probe manufacturer. c. Place probe into approved transport container that has a BIOHAZARD sign and carry to designated room for processing. d. Thoroughly dry probe using a soft cloth or non-sterile 4x4 before placing it into Trophon® EPR.	1 2 3 N/A

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Performing a Cycle	
1. States how and when to load chemical cartridge into machine. a. Cartridge door will automatically open when cartridge needs replacing (**replace every 30 days**). Screen message will read: **LOAD CARTRIDGE** or **CARTRIDGE EMPTY, REPLACE CARTRIDGE NOW.** b. Press button under YES to open the cartridge door. c. Remove cap from cartridge and place cartridge in neck first. d. Ensure locator on cartridge is aligned with locator keys on the door. **Do not force cartridge into machine.** e. Rotate the cartridge until it drops into place. f. Gently close cartridge door.	1 2 3 N/A
2. Demonstrates how to position the probe inside the machine. a. Screen message must read: **LOAD PROBE**. DO NOT load probe until this msg. appears on the screen. b. Open chamber door. c. Insert the probe's electrical cable into the cable clamp at the top of the chamber. d. Probe should be positioned above the line indicated inside the chamber. e. Ensure the probe is straight, with the tip pointing either left or right, and that it is not touching the walls of the chamber.	1 2 3 N/A
3. Demonstrates how to begin a cycle: a. After positioning probe into machine, insert chemical indicator into the holder on the floor of the device chamber door. b. Close door. Door will automatically lock. **c.** Screen message will read: **IS THE PROBE CLEAN AND DRY?** d. If the probe has been pre-cleaned and dried, select YES. e. If the probe has not been pre-cleaned and dried, select NO. Remove the probe, pre-clean and dry as directed, then re-position into machine. f. Press blue button to initiate cycle. g. Screen message will read: **DISINFECTING**.	1 2 3 N/A
4. Demonstrates how to remove probe from machine: a. When the cycle has been successfully completed, the device will sound an audible alarm. Screen message will read: **CYCLE COMPLETE REMOVE AND WIPE PROBE.** b. Don clean gloves. Open chamber door. **CAUTION**: Inside of door & probe will be **HOT**. c. Check chemical indicator to ensure cycle was successful. Discard after providing documentation in log. i. A passing cycle is indicated by a chemical indicator that has turned light orange or yellow in color. ii. A cycle failure is indicated by a chemical indicator that has remained red or dark orange in color. d. Remove probe and wipe with a single-use, lint-free cloth. Visually inspect probe to ensure no residue remains. e. Close chamber door.	1 2 3 N/A
5. Demonstrates how to store probe: a. Probes will be stored to maintain cleanliness. b. Cleaned probes will be stored covered using a clear non sealed plastic baggie that contains a **GREEN** sticker that reads "CLEANED", the date, and initials of person who cleaned the probe.	1 2 3 N/A

Chemical Handling, Storage and Disposal	
1. Explains the standard storage of SONEX- HL EPR solution cartridge: a. Store at room temperature.	1 2 3 N/A
1. Explains the standard storage of chemical indicators: a. Store at room temperature, away from UV light.	1 2 3 N/A
3. Explains why a purge cycle may be necessary: a. When the device prompts **PURGE** due to expired cartridge. b. Any time the machine is lifted or moved, manually run a purge cycle. c. Purging takes approximately 35 minutes.	1 2 3 N/A
4. Explains how to handle by-product: a. Don clean gloves, pull out tray on right side of machine, and empty contents into sink. b. Rinse tray clean, dry and return to original position.	1 2 3 N/A
5. Demonstrates knowledge of proper handling and disposal of unused or expired solution: a. Expired or unused (solution remaining in cartridges) - Place cartridges in box that was used to ship them. Once box is full, call the DMLSS coordinator (3-5664) who will arrange for Facilities (Hazardous Waste) to remove. b. Empty (no solution remaining in cartridges) - Place in regular trash.	1 2 3 N/A

Troubleshooting	
1. States what to do in the event of a failed cycle: a. If device reads **DISINFECTION FAILED**, remove probe, wait 3 minutes, then repeat cycle. b. If cycle fails after repeat, remove probe, and contact Trophon® EPR representative. c. Document failed process on Trophon® EPR disinfection log. d. CAUTION: If a mist is noted coming from the machine at any time, step back from the machine, allowing mist to disperse into the air. PPE may need to be goggles, gown, mask as well as gloves. e. Turn off machine and disconnect power source, removing machine from use. f. Contact Trophon® EPR service rep.	1 2 3 N/A
2. States what to do in the event of equipment failure: a. Contact department LPO or LCPO and charge nurse/clinic manager.	1 2 3 N/A
3. Understands the importance of maintaining a clean machine and how it should be cleaned: **a. Using only soap and water, wipe down exterior surface of machine after each use.** b. **Dry with a clean cloth.**	1 2 3 N/A

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Documentation	
1. Demonstrates proper documentation on NMCP standardized log for Trophon® EPR: a. Location of machine (clinic name) and serial # of machine; b. Date and time from the machine; c. Cartridge lot # and expiration date; d. Cartridge load date; e. Cartridge change date; f. Chemical indicator lot # and expiration date; g. Trophon® EPR printed label record; h. Patient label; i. Documentation if process fails and steps taken to rectify.	1 2 3 N/A
2. States that each machine must have its own log. Example: If a clinic has three machines, there must be three logs.	1 2 3 N/A

Performance Summary Comments by Preceptor:

☐ **Adequately performs** ☐ **Needs additional training as specified**

_____ _____

Signature of HLD Point of Contact (POC) /Date **Signature of Supervisor//Date**

I have the ability to safely perform this procedure and/or use this equipment or understand the additional training required.

_____

Signature of Employee/Date

Effective: 24 Sep 2013

Revised: 15 May 2014