



GENERAL CLEANING, DISINFECTION STERILIZATION INSTRUCTIONS

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1. PURPOSE

It is aimed to prevent diseases and spread by cleaning and disinfecting the buildings of Erciyes University Veterinary Faculty buildings in accordance with the existing units and sterilization of the instruments that need to be sterilized in the animal hospital.

2. RESPONSIBILITY

In the application part, cleaning, technical and academic staff and students; Administrative and academic staff are responsible for ensuring the continuity of the procedure.

3. APPLICATION

- Special care should be taken when opening and closing doors and entering and exiting a laboratory.
- Appropriate clothing should be worn while using disinfectant. In addition, personal protective equipment (mask, face-protecting materials, clothing and shoes) should be used.
- All visible dirt must be removed before disinfection. Because these visible dirt can eliminate the effect of most disinfectants. If flushing is to be done with a hose, precautions should be taken to prevent splashes and aerosol contamination of possible infectious agents.
- Washing, brushing or mechanically cleaning dirty/contaminated areas with water and detergent ensures the disintegration of the film layer and dirt residues that prevent disinfection processes.
- The cleaned area should be removed from detergents. Because some detergents inactivate disinfectants, rinsing is very important after washing the area.
- Removing or drying the liquids in the area
- It is very important in preventing dilution.
- The area is thoroughly wetted with disinfectants. Especially if infectious agents are suspected, the disinfectant is allowed to come into contact with the surface for 15 minutes.
- Excess disinfectant is removed with water, paper towel, mop or squeegee.
- Disinfectants on all surfaces should be rinsed and dried for a sufficient time before a new patient is introduced into the paddock and cages.
- However, disinfection can be done by using a suitable disinfectant after removing the organic materials, and by fogging with the help of a pulverizer, if available.
- Commonly used areas (examination rooms, tables, etc.) where animal examination and treatment are carried out should be cleaned and disinfected by staff and students immediately after use. The “General Disinfection Registration Form” as well as the “Small Animal Hospitalization Cleaning-Disinfection Follow-up Form” and “Horse and Farm Animal Hospitalization Cleaning-Disinfection Follow-up Form” specific to the hospitalization units in the animal hospital should be filled and the disinfection procedures applied to such areas should be recorded.
- Contact of damaged skin and/or mucous membranes with blood and body fluids while these procedures are being carried out.
- should be avoided.
- After disinfection, protective clothing is removed and hands are washed.
- Special (non-routine) disinfection operations are performed by trained personnel only.
- Cleaning and disinfection of the toilet-sink in the units should be done by the cleaning personnel and the “Toilet-Sink Cleaning Follow-up Form” should be filled in daily.

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Disinfection for tools and equipment

- All equipment in the veterinary faculty hospital should be cleaned and disinfected before being placed in storage areas in order to minimize the risk of transmission of infectious disease agents (Decontamination, washing and sterilization of surgical instruments will be discussed later).
- Glass thermometers are not used in the Faculty of Veterinary Medicine due to breakage and exposure to mercury. Electronic thermometers are used. Electronic thermometers need to be disinfected daily with alcohol and/or chlorhexidine wipes. Plastic thermometers are regularly immersed in disinfectant solutions.
- Thermometer probes used for continuous monitoring of body temperature in cases such as anesthesia are wiped to prevent contamination, fecal material is removed and disinfected with alcohol/chlorhexidine solutions.
- Individual thermometers are used in high-risk patients and then cleaned and disinfected.
- If thermometers become dirty or after a patient examination, they should be cleaned and disinfected immediately.
- Endoscopes should be cleaned and disinfected with an appropriate disinfectant after each use.
- Endoscopes should only be cleaned and disinfected by assigned faculty personnel.
- It is recommended that stethoscopes be cleaned regularly with soap and water and disinfected with hand sanitizer or 70% alcohol.
- Individual stethoscopes are used in high-risk patients and cleaned and disinfected after use.
- Stethoscopes should be cleaned and disinfected immediately after examination of a patient with a clearly contaminated or suspected infectious disease.

Collection, Pre-Cleaning and Decontamination of Surgical Instruments Used from the Hospital

- After disposable materials are used, they should be properly separated in the area of use, thrown into a red colored medical waste bag and disposed of in accordance with the "Medical Waste Instruction".
- Aspirator bottles and similar containers containing liquid waste should be emptied in the usage area to prevent spillage and spillage during transportation.
- Instruments to be sterilized should be cleaned of coarse dirt immediately after use and decontaminated using a suitable enzymatic.
- Decontaminated instruments should be transported to the sterilization unit in a closed and protected manner.
- Personnel who will carry out all these operations should wear gloves, masks, glasses and, if necessary, protective aprons.
- "Sterilization Unit Instrument and Material Delivery Form" should be used for materials delivered to the sterilization unit.
- Instruments can never be sterilized without cleaning and decontamination. Technical personnel working in the sterilization unit should follow the instructions in order.

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Sterilization and Disinfection of Instruments

- All used instruments must be washed before sterilization.
- Washing can be done by automatic washing, disinfection machines, ultrasonic cleaners or by hand.
- When using enzymatic cleaners, attention should be paid to the temperature at which the enzyme is active.
- Brushes, washing tanks, etc. used for hand washing. Equipment should be cleaned and disinfected after each use.
- After washing, an effective rinsing must be done, detergents, etc., which prevent sterilization on the instruments and have the risk of harming the patient during later use. Care should be taken not to leave any residues.
- The final rinse water must be lime-free, softened, and if possible, soft water should be used in all washing processes.
- Personnel in charge of washing should wear waterproof protective clothing and gloves, and apply general protective measures.
- Multi-part tools should be disassembled and washed, and function control should be done by combining the parts after washing.
- Jointed tools should be placed on the washing trays open, and the rubber bands protecting the ends of the sharp tools should be removed.
- Small parts should not be tied together, making it difficult to clean.
- Too many tools should not be placed in the washing containers, and large items should not be placed in such a way as to cover the small ones.
- Tools and materials should not be packed before they are dried.
- It should be ensured that the tools are clean, dry and working.
- After washing the tools with moving parts, the joints should be lubricated with water-soluble oils.
- Tools that show wear, rust, deformation or other damage should be put out of use.

Packaging of Surgical Instruments

- Materials to be sterilized must be packaged and labeled in a way that maintains their sterility until the time of use.
- The label on the package should contain information about the sterilization cycle such as sterilization date, sterilization method, protocol number, package content, and the initials of the name and surname of the person who created the package.
- Information on the sterilization cycle in sterilization bags should be written on the upper outer part of the heat-sealed part of the bag.
- The material used in packaging must be compatible with the chosen sterilization method.
- The packaging material and form of packaging should be suitable to ensure that the contents of the package are taken to the site under aseptic conditions during use.
- If textile packaging materials are used, they must be washed before each use, they should not be left to dry excessively, and they should never be ironed.
- Textile packaging materials should be checked for tears, holes and wear on the lighted table.
- Appropriate size packaging material should be selected that can adequately cover the material to be packed.
- Double packaging materials should be used in packaging with envelope and rectangular

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method and each layer should be packaged separately.

- Sets packed with envelope and rectangular method should be closed with processing tape.
- Sterilization bags should be closed with a heat sealing machine.
- Multiple and heavy materials should be packed in double bags.
- If a double bag package is to be made, the dimensions of the inner bag should be smaller than the dimensions of the second bag.
- Whether the sachet packages are closed or not should be checked before sterilization.
- Packages that explode during sterilization and that have been opened should be sterilized by opening and repackaging.
- It should be checked under the light that the tools to be packed are working properly, and defective tools should not be put in the set without repair.
- Filters of metal or plastic containers should be changed in each sterilization cycle and valve systems should be checked to be in working condition.
- Since the heat and moisture absorption properties of textile covers, perforated, towel and surgical clothes and metal instruments are different, both types of materials should not be packaged together.

Sterilization Application

Sterilization with Pressurized Steam

- Any material that can withstand the temperatures applied in steam sterilization should be sterilized by this method.
- It should be ensured that every point of the material to be sterilized is in contact with saturated water vapor for a sufficient time.
- All air in the instrument and between the items must be removed during sterilization.
- Before sterilization with pressurized steam, the sterilization of the steam given instead of the air evacuated from the autoclave must be complete.
- Materials should not be placed in the sterilizer as cramped.
- Personnel using autoclaves should be trained in this regard for adequate sterilization.
- When loading into the steam sterilizer, woven and large packages should be placed on the lower shelf, and small packages on the upper shelf; paper should correspond to paper, plastic to plastic surface; Packages should not be placed tightly.
- In the steam sterilizer, the bundles should be in a vertical/inclined position and there should be a space between the bundles, 5-10 cm gap should be left between the sterilizer wall.
- Instrument trays must be loaded horizontally on the lower rack.
- If the instrument tray is to be placed horizontally in the sterilizer to be sterilized, the steam of the set to be sterilized
- Two sets can be stacked on top of each other, provided that they are equipped with a wire basket that can allow passage.
- Fabric sets should be placed in the sterilizer with the hollow ones facing slightly downwards side by side.
- Biological and chemical indicators should be used to control sterilization.
- Maximum 70% of the boiler volume of the sterilizer should be filled. The sterilized packs should be checked in terms of humidity, the moist packs should not be used.

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Points to Consider When Using Autoclave

- The materials to be sterilized should be placed in the autoclave in such a way that the steam can circulate freely between them and contact all the items.
- Large-volume items and small-volume items should not be placed together.
- Solutions should be put in such a way that they fill at most 80% of the containers they are in, in order to prevent overflow during sterilization.
- The goods to be sterilized should be wrapped with suitable material in a way that does not prevent the penetration of steam during packaging.
- Sterilization of large volumes of liquids should take longer.
- The autoclave cover should not be opened before the pressure of the manometer drops to 0°C.

Weekly Cleaning of Steam Autoclave

- The inner surface of the autoclave should be cleaned with liquid detergent water and materials that do not scratch the surface.
- It should be rinsed with clean water and dried absolutely.
- The filter in the ring should be removed, washed and reinstalled.
- If there is a blockage in the drainage slot, it should be cleaned with plenty of water.
- It should be checked whether the lamps on the control panel are lit.
- The door gasket should be checked frequently and replaced if it is torn or broken.

Preservation of Sterile Material

- Sterile materials should be stored under appropriate conditions, and it should not be forgotten that the protection of sterile materials is at least as important as the sterilization process.
- Sterile materials should be stored in a place protected from dust and pests, away from direct sunlight, where people other than the staff do not enter.
- The staff in charge must be trained in the preservation of sterile materials.
- Personnel with open wounds and skin lesions should not be employed in this task until they are healed.
- A clean apron and cap should be worn at the entrance to the sterile material warehouse, and hands should be washed.
- Sterile materials should be kept covered with dust covers during transportation and in case of long-term storage.
- Dust covers are made of polyethylene, etc. It must be made of plastic, of sufficient strength, new and clean.
- Materials should be covered in a protective cover and their mouths should be closed within two hours after sterilization.
- The label with the sterilization information should be directly on the package, not on the dust cover.
- If used, there should be a sign on the dust cover stating that it is not sterile and is only for protection from dust and contamination.
- In cases where it is used at the entrance to the clean area, dust covers should be removed and the material should be given inside.

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- Materials that are not packaged with the appropriate materials and methods, that are wet, that the integrity of the package is broken, that there is no information on sterilization, that are not kept under appropriate conditions should not be considered as sterile.
- The sterility of packages that come into contact with damp, wet and dirty surfaces (falling on the floor) should not be relied upon when leaving the autoclave.
- Sterile material shelves should be 20-30 cm above the floor and 15 cm below the ceiling, 5 cm in front of the wall.
- Sterile materials should not be stored under the sink against the risk of getting wet.
- The first sterilized and stored materials should be used first.
- Sterile materials that have expired should not be used, and these materials should be re-sterilized.
- Under appropriate storage conditions, materials packed with polypropylene tyvek bags can be stored for 1 year, packages packed with sterilization bags for 6 months, materials packed with double-layer textiles for 30 days, and materials packed with double-layer wrap for 30 days.

RELATED DOCUMENTS:

- BYG-TL.06 Medical Waste Instruction
- BYG-FR.04 General Disinfection Registration Form
- BYG-FR.05 Small Animal Hospitalization Cleaning-Disinfection Follow-up Form
- BYG-FR.06 Horse and Livestock Hospitalization Cleaning-Disinfection Follow-up Form
- BYG-FR.07 Toilet-Sink Cleaning Follow-up Form
- BYG-FR.08 Sterilization Unit Instrument and Material Delivery Form
- BYG-TL.10 Hand Washing and Glove Usage Instructions

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