RANCHO LOS AMIGOS
NATIONAL REHABILITATION CENTER

POLICY AND PROCEDURE MANUAL
PHARMACY SERVICES

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APPROVED: Thinh Tran, Pharm. D.
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SECTION: **INTRAVENOUS ADMIXTURE PROGRAM**

SUBJECT: **BIOLOGICAL SAFETY CABINET AND LAMINAR FLOW HOOD POLICIES**

POLICY

The biological safety cabinet and laminar flow hoods are utilized in the Inpatient Pharmacy to prepare intravenous piggybacks, large volume intravenous solutions, and other products, e.g. drips, where contamination concerns are addressed via preparation in a sterile environment.

PROCEDURE

1. Hoods are turned on prior to use, allowing the blower to acquire fill capacity, and thirty (30) minutes is allotted to ensure a sterile environment.
2. The Biological Safety Cabinet sleeves must be inspected for wear and tear and change at a minimum of every 6 months or as needed. The replacement of the sleeves will be documented on the "Sterile Products Pharmacy Cleaning Record".
3. The Biological Safety Cabinet inner gloves must be inspected for wear and tear and replaced daily or as needed. The outer gloves must be changed after every preparation.
4. Before the preparation of I.V. admixtures, hood counters and interior side panels are cleaned with a gauze pad soaked in sterile 70% isopropyl alcohol.
   a. Side to side motions for the counters and up and down motions for the side panels with the gauze are used, starting at the back and working toward the front of the hood.
   b. Hood counters are cleaned periodically during the day to insure a sterile work surface. Documentation is kept that the cleaning is done at the beginning of each shift. If the hood is not used, an entry is made to so indicate. The documentation sheet will be kept on file for three years.
5. Work is planned to insure that there will not be an obstruction of the clean air flowing over the work area. All work in the laminar flow hood is performed with hands at least six inches into the hood.
6. Hands are washed prior to working in the hood. Sick personnel are not allowed in the hood as well as personnel with any skin disorder that tend to shed particles at higher than normal rates.
7. Particulate matter count and operation efficiency of each hood and designated areas are checked and certified every six months or more often if necessary by a qualified service. Documentation is kept on file in the Pharmacy office, Room B007A of the 100 Building.
8. Environmental hood cultures are done according to Department policy.
9. Hood filters are removed and replaced according to manufacturer's instructions. Documentation will be kept on file for three years.
10. Vials, ampules, large volume IV solutions, and piggybacks are swabbed with sterile 70% isopropyl alcohol prior

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Approved By: 

to being used.

11. In the event that the hood is non-functional, or that sterility testing indicates positive cultures, preparations will be made in the other hood until the problem is identified and resolved. If repairs to the equipment are necessary, a work order will be placed to have the work performed as soon as possible.