



# Rancho Los Amigos National Rehabilitation Center

## DEPARTMENT OF NURSING

### SPECIAL PROCEDURES

## POLICY AND PROCEDURE

**SUBJECT:** CLEANING & DISINFECTING OF OLYMPUS  
UPPER AND LOWER GI FIBERSCOPE

**Policy No.:** SPL03  
**Supersedes:** ALL  
**Reviewed Date:** 01/2016  
**Page:** 1 of 3

**Purpose of Procedure:** To define the process used to minimize the risk of cross contamination of the endoscope by cleaning and disinfecting the endoscopic equipment.

**Policy Statement:**

1. To minimize the risk of cross contamination the endoscope will be thoroughly cleaned, inspected for air Leakage and undergo high level disinfection after each patient examination and weekly.
2. Staff will follow manufacturer's guidelines for handling, cleaning and disinfecting solutions.
3. Staff will wear personal protective equipment to guard against dangerous chemicals and potentially Infectious materials.

**Physician's Order Required:** No

**Performed By:** RN

**Equipment Needed:** Face mask with eye shield  
Moisture resistant gown  
Gloves  
2 Basins  
Non-sterile gauze  
Detergent Solution  
Water resistant cap  
AW Channel Cleaning Adapter  
Leakage Tester  
All Channel Irrigator  
30cc Syringe  
Channel Cleaning Brush  
Hospital approved disinfecting solution  
Sterile water  
70% Ethyl or Isopropyl Alcohol  
Bath towel  
Scope Buddy with adapters

**Procedural Steps:**

A. Precleaning

1. Wipe length of scope with non-sterile gauze.
2. Immerse distal end of scope in sterile water and depress suction valve to aspirate water through scope channel for 30 seconds.

3.       Aspirate detergent solution through scope for 30 seconds. Remove distal end of scope from solution and depress suction valve to aspirate air for 10 seconds.
4.       Remove Air Water valve (blue button) and attach AW Channel Cleaning Adapter. Depress AW Channel Adapter to feed air through channels for 10 seconds.
5.       Turn light source OFF, remove air/water channel adaptor and scope from light source. Replace air water valve (blue button).
6.       Attach Water Resistant Cap to Electrical Connector of scope. Failure to do so will result in damage. Exception: Scopes with no caps  
**KEY POINT:** Never immerse the cap unless it is attached to endoscope. Any water remaining in the cap can be transferred to and damage the Electrical Connector.

**B.**       Leakage Test

1.       Turn ON leakage tester power source. Check for air flow.
2.       Attach Leakage Tester to venting connector on Water Resistant Cap or to the venting connector at the endoscope connector end.
3.       Immerse scope completely in basin of tap water. While angulating the bending section of the scope, confirm there is no area of the scope from which a series of continuous air bubbles emerge  
**KEY POINT:** Continuous bubbling indicates a leak. Immediately remove the scope from the water. Do not continue with the disinfecting process. Thoroughly dry and wipe scope with 70% Ethyl or Isopropyl Alcohol. Send scope for repair; indicate air channel leak.
4.       Remove scope from basin. Leave Water Resistant Cap attached.
5.       Disconnect the Leakage Tester from the Maintenance Unit.
6.       Wait 30 seconds, or until the rubber of the bending section contract to pre-expansion size. Disconnect the Leakage Tester Connector Cap from the Venting Connector.

**C.**       Manual Cleaning

1.       In large basin combine 1 ounce enzymatic detergent solution per 1 gallon of tap water. Place scope in solution. Remove suction valve (red button) and semi-disposable biopsy valve (black rubber cap).  
**KEY POINT:** Dump used enzymatic detergent solution after cleaning and uses fresh enzymatic solution with each endoscope cleaning.
2.       While the endoscope is submerged, brush the Instrument/Suction Channel, suction cylinder and instrument channel port according to manufacturer guidelines.
3.       Connect the All Channel Irrigator to air water suction ports and attach scope Buddy adapter. Irrigate the air and water channels according to manufacturer's guidelines.
4.       Flush detergent from channels. Rinse scope with water and irrigate air water channels with water. Wipe scope with dry towels for at least 1 minute. Expel water from channels by injecting air until water no longer sprays from distal end of scope.

5. Scope Buddy flow validation test is done every day according to manufacturer's guidelines. Decontamination procedure is done after procedures according to manufactures guidelines. Record results in log book.

**D. High Level Disinfection**

1. Immerse scope in hospital approved disinfectant that has been prepared according to manufacturer's guidelines. Flush disinfectant into the Air/Water Channel and the Suction Channel until no bubbles are discharged from distal end. Scope Buddy is used in lieu of 60 ml syringe injection process, and then another Scope Buddy and adapters are used.
2. Soak the endoscope and cleaning equipment for the amount of time recommended by the disinfectant manufacturer. Cover the disinfectant basin with a lid and close door of the cabinet to minimize the release of vapor.  
**KEY POINT:** Follow manufacturers recommended guidelines to verify minimum effective concentration of hospital approved disinfecting solution. Perform biological check daily before beginning disinfecting process. Record results in log book.

**D. Rinsing / Storing of Endoscope**

1. While scope is submerged, use Scope Buddy to flush hospital approved disinfectant solution out of endoscope. Remove scope from solution using Scope Buddy for 1 minute.
2. Rinse scope with tap water and flush Air/Water Channel with sterile water for 10 seconds and then flush with 50 ml of 70% ethyl or isopropyl alcohol using 30 or 60 ml syringe.  
**Key Point:** No alcohol will be used with Scope Buddy.
3. Inject air to expel alcohol, continue until alcohol no longer comes out of the distal end of the endoscope.
4. Use a lint-free cloth or gauze to thoroughly wipe external surfaces.
5. Prior to storage, detach all removable parts to assist drying.
6. Hang the endoscope in storage cabinet with the distal end hanging freely.

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**Revised by:**

Theresa Herrero, RN, BSN

**References:**

SGNA Monograph Series 4 - "Recommended Guidelines for Infection Control"  
RLANRC Infection Control Manual 2015  
Olympus Endoscope Reprocessing Manuel

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12/96 - New  
07/99 – 11/14 Reviewed  
01/16 - Revised

SPL03.02