

Hospital Name

Sterile Processing Department (SPD)
Department Policies

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Section A Department Management, Safety & Performance

SPD-	Policy Development, Review and Revisions
SPD-	Representation to North Memorial Infection Control Committee
SPD-	Relationship to Infection Prevention and Control
SPD-	Staffing to Meet Patient Care and Customer Needs
SPD-	New Hire Sterile Processing Technician Orientation
SPD-	Employee Right to Know
SPD-	Confidential and Protected Patient Information
SPD-	Staff Education and Staff Meetings
SPD-	Department Access and Process Workflow
SPD-	Dress Code
SPD-	General Safety
SPD-	Hand Hygiene
SPD-	Disaster HICS Plan (Code Orange Emergency Management)
SPD-	Volunteers Working in Sterile Processing
SPD-	Temporary Staff Working in Sterile Processing
SPD-	Instrument Quality Assurance and Improvement Program
SPD-	Department QA program policy
SPD-	Document control policy – (includes what you do with all of our documents, how they are changed, kept, discarded etc.)

Section B Supplies Management

SPD-	Supply Products for Department Use
SPD-	Corrugated Fiberboard Shipping Cartons
SPD-	Sterile Storage
SPD-	Delivery of Sterile Supplies
SPD-	Medical Alerts and Manufacturer Product Recalls

Section C Equipment & Environmental Control

SPD-	Environmental Cleaning
SPD-	Processing Equipment
SPD-	Processing Equipment Operation
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Section D Processing & Sterilization

SPD-	Preparation, Handling and Transportation of Contaminated Devices
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SPD-	Services for North Memorial Entities
SPD-	Services for Community Healthcare and Business Entities
SPD-	Specialty Carts and Totes Processing
SPD-	Instrument Processing for Creutzfeldt Jakob Disease
SPD-	Vendor Loaned Surgical Instruments and Unsterile Implant Devices
SPD-	Gravity-Displacement Sterilization
SPD-	Processing Surgical Explant Devices
SPD-	Automated Washers Cleaning Efficacy Monitoring
SPD-	Individual Devices Cleaning Efficacy Monitoring
SPD-	Water Supply Disruption
SPD-	Water Supply Contamination
SPD-	Electrical Supply Disruption
SPD-	Release of Items Sterilized by Dynamic Steam Sterilization
SPD-	Product Quality Assurance Testing for Dynamic Steam Sterilization