



# TEE Probe Disinfection Checklist

This checklist is only a suggestion. Please conform to your Infection Control Policies.

<input type="checkbox"/>	<b>Review All Instructions:</b> Probe Manufacturer's, GUS <sup>®</sup> Disinfection Soak Station <sup>™</sup> Manual, Facility's Infection Control Policies, Disinfectant Manufacturer's Instructions for Use. TEE probes are delicate. Do not damage probe's distal tip. Ensure control housing & electrical connector do not get wet.
<input type="checkbox"/>	<b>Personal Protective Equipment (PPE).</b> Follow disinfectant manufacturer's instructions for use.
<input type="checkbox"/>	<b>Pre-Clean TEE Probe &amp; Perform Electrical Leak Test, per AIUM and IAC Guidelines:</b>
<input type="checkbox"/>	Remove the <b>CIVCO probe cover</b> and immediately clean the flexible shaft with <b>CIVCO's Enzymatic Detergent Solution and Sponge</b> , wipe or mild soap.
<input type="checkbox"/>	Rinse the probe thoroughly with running water and dry with <b>CIVCO's Lint-Free Dry Wipes</b> .
<input type="checkbox"/>	Visually inspect probe to look for holes, tears, or damage, and make sure it's clean. If damaged, contact probe manufacturer.
<input type="checkbox"/>	Perform an electrical leak test with <b>CIVCO's leak tester</b> per manufacturer's recommendation. Log pass/fail results. Dry with <b>CIVCO's Lint-Free Dry Wipe</b> .
<input type="checkbox"/>	<b>High-Level Disinfection (HLD) of TEE Probe:</b>
<input type="checkbox"/>	Make sure that GUS Disinfection Soak Station is ON before opening door and removing caps. Use an approved HLD.
<input type="checkbox"/>	Take temperature using <b>CIVCO's Infrared Thermometer</b> , perform MRC test and log results onto High Level Disinfection Log. (Find at CIVCO.com)
<input type="checkbox"/>	Gently place probe into the HLD curved container only to the end of the flexible shaft. Insert the electrical cord into the grip clip by depressing the blue tab. The electrical connector may be placed on the soft foam pad on top of the GUS station.
<input type="checkbox"/>	Use <b>CIVCO's Count Down Timer</b> to calculate soak time. Soak time is dependent on your high-level disinfectant. (Follow facility & disinfectant instructions)
<input type="checkbox"/>	<b>Rinse and Dry TEE Probe:</b>
<input type="checkbox"/>	The first rinse is performed in the 'initial rinse' container in the GUS station to avoid off-gassing and drips.
<input type="checkbox"/>	After disinfection, push the blue tab back and slowly remove the probe and carefully place probe into rinse container.
<input type="checkbox"/>	<b>For OPA/Glutaraldehyde:</b> These HLDs require 3 separate large volume rinses for TEE probes. Follow probe and disinfectant manufacturers' rinsing instructions. After rinsing with water, carefully dry probe using <b>CIVCO's Lint-Free Dry Wipe</b> .
<input type="checkbox"/>	<b>For Hydrogen Peroxide:</b> Move probe to rinse container, and rinse according to disinfectant manufacturer's instructions. After rinsing with water, carefully dry probe using <b>CIVCO's Lint-Free Dry Wipe</b> .
<input type="checkbox"/>	<b>Store TEE Probe per The Joint Commission's Recommendation:</b>
<input type="checkbox"/>	Hang probes vertically in a <b>CIVCO Storage System</b> in order to maintain a clean, dry environment.
<input type="checkbox"/>	<b>Disinfectant Disposal:</b> Neutralization is required in some states and municipalities. Check with your local water authority.
<input type="checkbox"/>	<b>For OPA/Glutaraldehyde:</b> While the GUS is ON, slowly pour a bottle of Glute-Out <sup>®</sup> Neutralizer (NG-QT) into HLD container. After 5 minutes, the disinfectant is neutralized. Secure container cap and go to sink to dispose with running water.
<input type="checkbox"/>	<b>For Hydrogen Peroxide:</b> First remove OXID-OUT <sup>®</sup> (NO-QT) bottle cap and fill bottle with water. Replace cap and shake well. Pour contents into a 2-liter bowl and immediately pour in hydrogen peroxide from GUS container. Dispose down drain with running water.
<input type="checkbox"/>	Wash and rinse container thoroughly to remove any residual neutralizer.
<input type="checkbox"/>	<b>Filling the High-Level Disinfectant (HLD) Containers:</b>
<input type="checkbox"/>	Refill HLD at the GUS station while it is ON. Pour HLD into the HLD container up to the maximum fill level established.
<input type="checkbox"/>	<b>GUS Daily Cleaning:</b>
<input type="checkbox"/>	Make sure the cap on the HLD container is on securely, then turn GUS station OFF and disconnect power cord.
<input type="checkbox"/>	Use a mild, non-abrasive detergent on a soft cloth to wipe down any drips and dry thoroughly.
<input type="checkbox"/>	Wash and refill the rinse water container. Plug GUS power cord back in and turn ON.
<input type="checkbox"/>	<b>GUS Filter Replacement: Change Filter every 6 months in keeping with manufacturer instructions for use.</b>

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