



## Course Syllabus

COURSE: HPRS 1470.200 Central Sterile Processing I

SEMESTER: Fall 2024 (August- December; 16 Week Semester)

CLASS DAYS: Monday

CLASS TIMES: Classroom Lecture: Monday 5pm – 7pm

Lab: Monday 7pm – 9pm

INSTRUCTOR: Lea Clift CST, CSFA, LSA, CRCST, CER, CIS, CHL, AAS / Zach Pauda, CST, AAS

OFFICE: Reese Center, Building 2, Room 223F

OFFICE HOURS: By Appointment: Monday & Tuesday 1:00 pm – 5:30 pm, Wednesday & Thursday 8:30am – 1:00 pm, Friday 8:30am – 12pm

OFFICE PHONE: 806-716-4646

EMAIL: [zpauda@southplainscollege.edu](mailto:zpauda@southplainscollege.edu)

**“South Plains College improves each student’s life.”**

### GENERAL COURSE INFORMATION

\*It is the responsibility of each student to be familiar with the content and requirements listed in the course syllabus, SPC Student Handbook, and Program Handbook. \*

### STUDENT LEARNING OUTCOMES

This course will help students be able to perform and participate in decontamination, cleaning, assembling, packaging, scanning, sterilization, storage and distribution of reusable surgical instrumentation and equipment. Also, to perform other duties as assigned or required. It will prepare the student the knowledge needed to work with chemicals, blood/body fluids, and infectious diseases. This course teaches basic knowledge needed for an entry level central service technician in a medical setting.

### COURSE DESCRIPTION

Introduction to Central Sterile Service, infection control, and regulations

This course provides an overview of the Central Sterile Processing and Distribution profession and develops the fundamental concepts and principles necessary to successfully participate as an entry level Central Sterile Processing Technician. Emphasis will be placed on the profession of central sterile processing, basic sciences and related subjects, infection control, aseptic technique, equipment management, sterilization, instrumentation and supplies, legal issues, inventory management, safety, quality assurance, professional development and healthcare trends.

### COURSE OBJECTIVES AND LEARNING OUTCOMES

Programmatic Student Learning Outcomes are listed below:

Introduction to Central Sterile Supply.

- Recognize central sterile supply processing technicians as professionals.
- Explain the certification process and its importance to the profession.
- Discuss the work task performed by central sterile supply processing technicians.
- Discuss departmental organizational structures.
- Review career opportunities.

### Basic Sciences

- Identify the main components of cell.
- Describe the structure, function, activities, and the role of cells in physiology.
- State the function and main components of each major body system.
- Describe how each body system helps in maintaining normal life routines.
- Identify and define basic terminology related to each body system.
- Describe types of microorganisms.
- Define pathogen and pathogenicity.
- Discuss factors involved in disease transmission.
- Identify portals of entry and exit for pathogens.
- Describe environment requirements for bacterial growth.
- Describe algae, fungi, and viruses.
- Discuss bioterrorism and the ability to infect a target group.
- Discuss the application of microbiology principles in Central Sterile Processing.

### Infection Control and Aseptic Technique

- Describe the origins of the germ theory of disease.
- List the six components in the chain of infection.
- Explain the significance of hand hygiene in the control of infections.
- Explain basics of the Bloodborne Pathogens Standard.
- Define employer responsibilities in the following Standard Precautions.
- List items to be used as personal protective equipment.
- State five principles of asepsis.
- Describe methods to prevent cross contamination during transportation.
- Explain proper handling of liquids.
- Define terminology related to the decontamination process.
- Discuss the relationship of decontamination to the sterilization process.
- Describe methods for inspection of instruments and equipment.
- List levels of disinfection required for specific items.
- Discuss and demonstrate manual decontamination.
- Explain differences in chemical agents used in decontamination.
- Describe the types of equipment available for mechanical cleaning and decontamination.
- Define the term disinfection.
- Discuss factors that impact the effectiveness and chemical action of a disinfectant.
- Define and discuss high, intermediate, and low- level disinfection and disinfectant selection for each level.
- Review record keeping requirements important to monitor the use of high- level disinfectants.
- Discuss the history of endoscopes.
- Discuss reprocessing details specific to rigid and semi- rigid endoscopes.
- Define present regulations/guidelines applicable to endoscopic reprocessing.
- Demonstrate basic steps to cleaning/reprocessing a flexible endoscope.

## Equipment Management

- Define factors involved in the effective management of equipment.
- Define scope of service and asset management.
- Discuss the processes involved in the effective manual and automated equipment management systems.
- Review planning and analysis principles required to purchase and manage technology.
- Discuss basic information about equipment and technology leasing/rental alternatives.
- Discuss advantages and disadvantages of outsourcing and insourcing an equipment management system.
- Review regulatory issues in managing equipment.

## Sterilization

- Describe types of steam sterilizers.
- Explain the principles of steam sterilization.
- Identify factors that affect steam sterilization.
- Define special purpose pressure sterilizers.
- Describe procedures for the maintenance of a steam sterilizer.
- Describe the principles of dry-heat sterilization.
- Discuss advantages and disadvantages of dry-heat sterilization.
- Discuss sterilization procedures for solutions.
- Demonstrate use of a steam sterilizer.
- Discuss ethylene oxide, hydrogen peroxide and liquid peracetic acid sterilization.
- Discuss effectiveness, safety, monitoring, quality assurance, penetration, material compatibility, adaptability, and approval of each system.
- Describe basic pre-sterilization preparation requirements for surgical trays and surgical supplies.
- Define the purposes and requirements of packaging materials.
- Select the appropriate packing materials for items to be processed and type of sterilization being used.
- Demonstrate procedures for correct use of sterilization pouches and wraps.
- Demonstrate all packing/wrapping techniques using woven, nonwoven, and peel packaging materials.
- Demonstrate and describe sealing and labeling of packages.
- Explain advantages and disadvantages in the use of the rigid container systems.
- Discuss packing and placement techniques for rigid containers.
- Demonstrate basic cleaning and inspection procedures applicable to rigid containers.
- Describe appropriate storage conditions.
- Define event-related sterility maintenance.
- Describe how sterile products can be contaminated.
- Discuss transportation of sterile packages from Receiving to Central Sterile Processing.
- Discuss transportation of sterile packages from central sterile supply processing to the site of use.
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## Surgical Instrumentation

- Discuss the fundamental processes of manufacturing a surgical instrument.
- Identify basic instrument structure.
- Discuss how instruments are classified.
- Identify instrumentation from each classification.
- Discuss and demonstrate importance of instrument inspection.
- Explain marking techniques.
- Discuss instrument damage from specific solutions.
- Discuss special considerations for powered and endoscopic instruments.

## Legal Issues

- Identify the three major federal regulatory agencies that govern Central Sterile Supply Processing.

- Review the role and responsibilities of each regulatory agency.
- Discuss reprocessing of single use devices and rules that govern this type of reprocessing.

### Inventory Management

- Discuss the financial impact of inventory control on the facility and the users.
- Discuss basic pricing concerns applicable to purchasing. 3. List factors that influence good inventory management.
- Define and discuss capital equipment.
- Discuss methods of distribution of supplies and equipment.
- Describe storage and space utilization issues.
- Define reorder point and par levels.

### Safety

- Discuss common safety and occupational hazards in the central sterile supply processing area.
- Define preventative measures taken to prevent employee injuries in central sterile supply processing.
- Define ergonomics and discuss its application to central sterile supply processing.
- Discuss procedures for reporting employee accidents and injuries.
- Explain basic procedures which address fire, hazardous substances, and bloodborne pathogens.

### Quality Assurance

- Define quality and its importance to central sterile supply processing.
- Explain basic quality models.
- Review three categories of quality control indicators used in Central Service administrative, customer satisfaction, technical.

### Professional Development

- Recognize the importance of education for central sterile supply processing technicians.
- Discuss the importance of certification and current requirements for certification.

### Healthcare Trends

- Discuss managed care and its impact on the central sterile supply processing.
- Discuss new trends in sterilization, infection control, education, and outsourcing.
- Relate knowledge and skill requirements needed by central sterile supply processing personnel as new trends develop.

## **OUTCOME ASSESSMENT METHODS**

Assessment methods for this course are both formative and summative.

### **Formative assessments include:**

- Discussions
- Homework
- Exams
- Projects

### **Summative assessment includes:**

- Student developed portfolios

## **Evaluation methods**

Computer-based exams, written exams, written assignments, quizzes, and other projects as assigned.

The student upon successful completion of this course be able to read and understand medical literature and communicate with other medical professionals with at least 75% proficiency.

1. Lecture will be one mode of instruction.
2. Questions and classroom discussion(s) will be used in cooperative learning experiences. Participation is expected.
3. Power Point presentations will be used. Other types of technology will be used when appropriate. Each lecture will be posted as a PowerPoint on portal for individuals who missed class or need to review the lecture.
4. Reading assignments from the text and from external sources including the internet may be required. Summaries of pertinent articles are usually required.
5. Learning will be enhanced by "hands on" laboratory experiments selected to reinforce concepts presented in the lectures.
6. Unknowns will be given in the laboratory requiring the student to apply existing knowledge, to seek additional information if required and to make decisions on their own.

Laboratory experiments will be recorded and turned in for grading. This is designed to reinforce the need to record and report data carefully

## **Instructional methods**

Methods of Instruction may include:

- PowerPoint
- Exams
- Group Project

## **GRADING FORMULA**

The course grade will be determined by a combination of major exams, quizzes, homework, lab work and a comprehensive final exam. Exam dates will be announced. The following guidelines are provided regarding exams:

The student is expected to complete the exam at the scheduled time. Make-up exams will not be given.

Late assignments will not be accepted.

The didactic final exam is comprehensive.

The final instrument exam is comprehensive.

The course grade will be determined by a combination of major exams and the comprehensive final exam. The number of exams may vary depending on the progress and pace of the class. Exam dates will be announced.

The following guidelines will be followed regarding exams:

1. The student is expected to complete the exam at the scheduled time.
2. No makeup exams will be given unless it is discussed prior to exam day and accepted at instructor's discretion.
3. Late assignments will not be accepted.
4. The final exam is comprehensive.

Assessment Tools	%
Lab Tests	15%
Exams	35%
Homework/Quiz	10%
Final (Lab and Lecture)	40%

Percentage Score	Grade
90-100	A
80-89	B
75-79	C
0-74	F

## Grading Policies

A final grade average of C (75) must be maintained in all Sterile Processing classes. You must pass all courses to proceed to the next semester.

## ASSIGNMENT SUBMISSION POLICY

All assignments must be completed by the assigned due date. Late and/or incomplete work will not be accepted and a grade of zero will be recorded. Assignments, quizzes, exams, and skills that are missed due to an unexcused absence may not be made up. See the instructor for more specific information.

## Exam Policy

The majority of student 'written' exams will be administered via computer to prepare them for the National Registry exam and some exams will be handwritten which will encourage memory and mastery of the material. Students should practice proper spelling and grammar when answering a written exam. Additionally, many exam questions will be constructed in the same manner as national registry questions, allowing students to prepare for that testing format. **Please be aware that being more than 10 minutes late for an exam is not acceptable and students will not be allowed to test. Students will be given a zero grade and not be able to retest.**

## SPC Campus Policies

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title V Pregnancy Accommodations, CARE Team, COVID, and Campus Concealed Carry, please visit:

[Hit Ctrl+click here to review the SPC syllabi statements.](#)



## STUDENT CONDUCT

Rules and regulations relating to the students at South Plains College are made with the view of protecting the best interests of the individual, the general welfare of the entire student body and the educational objectives of the college. As in any segment of society, a college community must be guided by standards that are stringent enough to prevent disorder, yet moderate enough to provide an atmosphere conducive to intellectual and personal development.

A high standard of conduct is expected of all students. When a student enrolls at South Plains College, it is assumed that the student accepts the obligations of performance and behavior imposed by the college relevant to its lawful missions, processes and functions. Obedience to the law, respect for properly constituted authority, personal honor, integrity and common sense guide the actions of each member of the college community both in and out of the classroom.

Students are subject to federal, state and local laws, as well as South Plains College rules and regulations. A student is not entitled to greater immunities or privileges before the law than those enjoyed by other citizens. Students are subject to such reasonable disciplinary action as the administration of the college may consider appropriate, including suspension

and expulsion in appropriate cases for breach of federal, state or local laws, or college rules and regulations. This principle extends to conduct off-campus which is likely to have adverse effects on the college or on the educational process which identifies the offender as an unfit associate for fellow students.

Any student who fails to perform according to expected standards may be asked to withdraw.

Rules and regulations regarding student conduct appear in the current Student Guide.

## **ACADEMIC INTEGRITY**

It is the aim of the faculty of South Plains College to foster a spirit of complete honesty and a high standard of integrity. The attempt of any student to present as his or her own any work which he or she has not honestly performed is regarded by the faculty and administration as a most serious offense and renders the offender liable to serious consequences, possibly suspension.

**Cheating:** Dishonesty of any kind on examinations or on written assignments, illegal possession of examinations, the use of unauthorized notes during an examination, obtaining information during an examination from the textbook or from the examination paper of another student, assisting others to cheat, alteration of grade records, illegal entry or unauthorized presence in the office are examples of cheating. Complete honesty is required of the student in the presentation of any and all phases of coursework. This applies to quizzes of whatever length, as well as final examinations, to daily reports and to term papers.

**Plagiarism:** Offering the work of another as one's own, without proper acknowledgment, is plagiarism; therefore, any student who fails to give credit for quotations or essentially identical expression of material taken from books, encyclopedias, magazines and other reference works, or from themes, reports or other writings of a fellow student, is guilty of plagiarism.

### **Attendance:**

Students are expected to attend all classes in order to be successful in a course. The student may be administratively withdrawn from the course when absences become excessive as defined in the course syllabus.

When an unavoidable reason for class absence arises, such as illness, an official trip authorized by the college or an official activity, the instructor may permit the student to make up work missed. It is the student's responsibility to complete work missed within a reasonable period of time as determined by the instructor. Students are officially enrolled in all courses for which they pay tuition and fees at the time of registration. Should a student, for any reason, delay in reporting to a class after official enrollment, absences will be attributed to the student from the first class meeting.

Students who enroll in a course but have "Never Attended" by the official census date, as reported by the faculty member, will be administratively dropped by the Office of Admissions and Records. A student who does not meet the attendance requirements of a class as stated in the course syllabus and does not officially withdraw from that course by the official census date of the semester, may be administratively withdrawn from that course and receive a grade of "X" or "F" as determined by the instructor. Instructors are responsible for clearly stating their administrative drop policy in the course syllabus, and it is the student's responsibility to be aware of that policy.

It is the student's responsibility to verify administrative drops for excessive absences through MySPC using his or her student online account. If it is determined that a student is awarded financial aid for a class or classes in which the student never attended or participated, the financial aid award will be adjusted in accordance with the classes in which the student did attend/participate and the student will owe any balance resulting from the adjustment.

**Due to the importance of the emergency medical information being taught, the instructor of this course defines excessive absences as missing the 3rd class day (or having equivalent tardies) in a course section. A student who meets this criteria will be administratively dropped from the course by the instructor.**

- Tardies: (Definition): arriving any time after the class has started or not returning from an approved break after class has started.
- Two tardies will be considered missing one class day and counted as such.
- Work schedule is not an excuse for missing class.

Any exceptions to this policy must be discussed on an individual basis with the course instructor and the SRGT Program Director. (i.e. – student hospitalization, immediate family member death, etc.)

[Ctrl+Click here to review the college attendance policy.](#)

### **Drop and Schedule Change:**

Students should submit a [Student Initiated Drop Form](#) online.

**Students will not be required to obtain an instructor signature to drop**, however, we do encourage students to communicate with instructors or advisors prior to dropping a course when they are able. **There will be no charge for drops for the fall or spring semesters.**

### **Withdrawing from all classes**

If a student wishes to withdraw from all courses, they should initiate that process with the Advising Office. They can schedule an appointment with an advisor by visiting [advising website here.](#) or by calling 806-716-2366.

### **DROPPING A CLASS SCHEDULE CHANGE (after late registration and before census date)**

To make a schedule change after late registration and before the census date, students should submit a

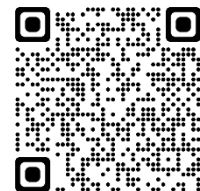
[Schedule Change Form.](#)

After late registration, adding a class requires instructor approval. If a student is requesting to be added to one of your courses and you approve, please email [registrar@southplainscollege.edu](mailto:registrar@southplainscollege.edu) with your approval. This can take the place of signature on the Schedule Change Form that we have required in the past.

### **Syllabus Statements**

For information regarding official South Plains College statements about intellectual exchange, disabilities, non-discrimination, Title V Pregnancy Accommodations, CARE Team, and Campus Concealed Carry.

[Ctrl+Click here to review SPC syllabus statements.](#)





## **COMMUNICATION**

### **Email**

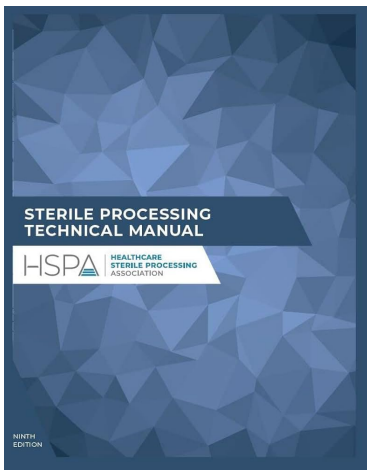
Electronic communication between instructor and students in this course will utilize the South Plains College “My SPC” and email systems.

The instructor will not initiate communication using private email accounts. Students are required to check SPC email on a regular basis each week of class. Students will also have access to assignments, web-links, handouts, and other vital material which will be delivered via the classroom website. Any student having difficulty accessing the classroom website or their email should immediately contact their instructor for directions. The instructor will work with any student to ensure the student has access to a computer on campus and can obtain the needed class content that is located on the course website.

## **RESOURCES**

### **Blackboard**

Blackboard is an e-Education platform designed to enable educational innovations everywhere by connecting people and technology. This educational tool will be used in this course **Text and Course materials:Textbook(s):**



**Sterile Processing Technical Manual, 9<sup>th</sup> Edition, HSPA**

**ISBN: 979-8-3507-0521-8**

**SPC EMAIL** – Students are required to have their SPC email in working order at all times.

- Instructor will not communicate using private email accounts.
- I will return e-mails within 24 hours. If you need immediate assistance, please call me 806-716-4646.
- If leaving a message please give your name, class, student ID #, and a good phone # to return your call

### **Additional Classroom Requirements:**

#### **METHODS OF TEACHING**

- PowerPoint Presentation
- Discussion Questions
- Quizzes
- Examinations

### **Computer Usage:**

As computer technology in the field of health occupations continues to become more popular, computers will be used in this course for several assignments. All students have access to computers and printers on the South Plains College campus. Students will be expected to utilize computers to access assignments and classroom resources. All registered students are supplied with a working email account from South Plains College. In order to take exams, students must have their username and password.

**ALL STUDENTS ARE EXPECTED TO KNOW THEIR SPC STUDENT USERNAME AND PASSWORD.**

**Computer Lab Usage:**

The computer lab(s) on any campus may be used by students during scheduled hours or as assigned by an instructor. Printer paper will not be provided for students to print materials but students may seek assistance from faculty or staff to request lab paper from the college if needed. Lack of computer lab paper is not an excuse for not having homework assignments, skills lab sheets, or any other required documents. Students should come prepared for class throughout the semester.

**Course Schedule**

**Required completion by the end of Week 1, Sunday, by 11:59pm.**

After reading and understanding the contents of this syllabus:

- Go to SPC’s Blackboard, <https://southplainscollege.blackboard.com>
- Choose the course
- Click on the Course Content area
- Click on Syllabus Acknowledgment
- Click on Create Thread
- In the Subject field type: Syllabus
- In the Message field type:

I, (fill in your first and last name), student ID (xxxxxxx), have received, read, and understand the contents of the syllabus for the ( Course title and number), Fall 2024. Date (today’s date).

DATE	Topic	Objective	In-Classroom/LA B
Week1 8/26	Chapter 2: Medical Terminology	<ul style="list-style-type: none"> <li>- Define the purpose of a procedural manual and the difference between policies and procedures.</li> <li>- Define the word elements “prefix” “root” and “suffix”</li> <li>- Analyze medical terms by their word elements</li> <li>- Identify common abbreviations in healthcare</li> </ul>	In Classroom Lecture and Lab 5 pm -9 pm Monday Night
Week 2 9/2	Chapter 10: Surgical Instrumentation Chapter 11: Complex Surgical Instruments	<p style="text-align: center;">Chapter 10</p> <ul style="list-style-type: none"> <li>- Review the process by which surgical instruments are manufactured.</li> <li>- Define basic categories of surgical instruments based upon their functions, and identify the points of inspection, anatomy (features) of, and procedures to measure certain types of instruments.</li> </ul>	<b>NO CLASS 9/2</b>
Week 3 9/9	Chapter 10: Surgical Instrumentation Chapter 11: Complex Surgical Instruments	<ul style="list-style-type: none"> <li>- Identify solutions that can damage stainless steel instruments</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night

Week 4 9/16	Chapter 10: Surgical Instrumentation Chapter 11: Complex Surgical Instruments	<ul style="list-style-type: none"> <li>- Explain procedures to test instruments for sharpness, and to identify (mark) them.</li> <li>- Emphasize the importance of instrument lubrication, and review tray assembly safeguards.</li> </ul> <p style="text-align: center;">Chapter 11:</p> <ul style="list-style-type: none"> <li>- Provide an overview of and discuss procedures to care for and effectively process powered surgical instruments.</li> <li>- Explain basic concerns important when handling and processing endoscopic instruments.</li> <li>- Discuss detailed information about flexible endoscopes.</li> <li>- Review general processing and inspection requirements for rigid and semi-rigid endoscopes and laparoscopic instruments.</li> <li>- Identify basic protocols important at each step in the loaner instrumentation process.</li> <li>- See above</li> <li>- See above</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 5 9/23	Chapter 7 Decontamination: Point of Use Preparation and Transport Chapter 8: Cleaning and Decontamination	<p style="text-align: center;">Chapter 7:</p> <ul style="list-style-type: none"> <li>- Review the three priority goals of soiled item transport</li> <li>- Identify the sources of contaminated items</li> <li>- Explain point-of-use preparation procedures.</li> <li>- Review basic procedures to transport soiled items from user areas to the central service decontamination area.</li> <li>- Discuss safety guidelines for transporting soiled items to the central service decontamination area.</li> <li>- Provide basic sources for education and training information applicable to the transport of contaminated items.</li> <li>- Understand the appropriate dress code and the role of PPE as it relates to OSHA regulations and employee health and safety.</li> <li>- Identify the cleaning methods and equipment used in the reprocessing of medical devices.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 6 9/30	Chapter 7 Decontamination: Point of Use Preparation and Transport Chapter 8: Cleaning and Decontamination	<ul style="list-style-type: none"> <li>- Provide basic sources for education and training information applicable to the transport of contaminated items.</li> <li>- Understand the appropriate dress code and the role of PPE as it relates to OSHA regulations and employee health and safety.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 7 10/7	Chapter 7 Decontamination: Point of Use Preparation and Transport Chapter 8: Cleaning and Decontamination	<p style="text-align: center;">Chapter 8:</p> <ul style="list-style-type: none"> <li>- Discuss the basic factors that impact cleaning and decontamination</li> <li>- Describe important selection and usage concerns for cleaning agents and lubricants.</li> <li>- Explain details about cleaning and decontamination, and review manual procedures and mechanical methods to complete both processes.</li> <li>- Discuss procedures to clean basic types of instruments,</li> <li>- Review procedures to manage infectious waste.</li> <li>- Define the term “disinfection”, and explain how disinfection differs from sterilization.</li> <li>- Review factors that impact the effectiveness of disinfectant.</li> <li>- Discuss the relationship between the risk level (intended use) of the device to be disinfected and the selection of a disinfectant.</li> <li>- Explain disinfectant activity levels as they relate to the resistance of microorganisms to germicidal agents.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night

		<ul style="list-style-type: none"> <li>- Review factors which affect the chemical action of and other important selection considerations for disinfection.</li> <li>- Provide basic information about the types of disinfectants used in health care facilities.</li> <li>- Review safety requirements that should be followed when using chemical disinfectants</li> <li>- Explain the importance of using purified water in the cleaning process, and review procedures to test for water purity.</li> <li>- Discuss factors that impact water purity</li> <li>- Provide an overview of components and products that are important in water purification systems</li> <li>- Explain the basics of distillation, deionization, and reverse osmosis water purification systems.</li> <li>- Identify common cleaning chemicals, and review basic protocols for their use.</li> <li>- Understand the importance of brushes, cloths, and sponges in an effective cleaning process.</li> </ul>	
Week 8 10/14	Chapter 9: Disinfection	<p style="text-align: center;">Chapter 9</p> <ul style="list-style-type: none"> <li>- Review factors that impact the effectiveness of a disinfectant.</li> <li>- Discuss the relationship between the risk level (intended use) of the device to be disinfected and the selection of a disinfectant.</li> <li>- Explain disinfectant activity levels as they relate to the resistance of microorganisms to germicidal agents: <ul style="list-style-type: none"> <li>o High-level disinfection</li> <li>o Intermediate- level disinfection</li> <li>o Low- level disinfection</li> </ul> </li> <li>- Review factors which affect the chemical action of and other important selection consideration for disinfections.</li> <li>- Provide basic information about the types of disinfectants commonly used in healthcare facilities: quaternary ammonium compounds, phenolics, alcohol, halogens, glutaraldehyde, orthophthalaldehyde, and formaldehyde.</li> <li>- Review safety requirements that should be followed when using chemical disinfectants.</li> <li>- Define the term, “terminal disinfection,” and note key points to ensure that it is occurring.</li> <li>- Review the process by which surgical instruments are manufactured.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 9 10/21	Chapter 9: Disinfection	<ul style="list-style-type: none"> <li>- Review factors which affect the chemical action of and other important selection consideration for disinfections.</li> <li>- Provide basic information about the types of disinfectants commonly used in healthcare facilities: quaternary ammonium compounds, phenolics, alcohol, halogens, glutaraldehyde, orthophthalaldehyde, and formaldehyde.</li> <li>- Review safety requirements that should be followed when using chemical disinfectants.</li> <li>- Define the term, “terminal disinfection,” and note key points to ensure that it is occurring.</li> <li>- Review the process by which surgical instruments are manufactured.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 10 10/28	Chapter 9: Disinfection	<ul style="list-style-type: none"> <li>- Review safety requirements that should be followed when using chemical disinfectants.</li> <li>- Define the term, “terminal disinfection,” and note key points to ensure that it is occurring.</li> <li>- Review the process by which surgical instruments are manufactured.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 11 11/4	Chapter 10: Surgical Instrumentation Chapter 11: Complex Surgical Instruments	<p style="text-align: center;">Chapter 10</p> <ul style="list-style-type: none"> <li>- Review the process by which surgical instruments are manufactured.</li> <li>- Define basic categories of surgical instruments based upon their functions, and identify the points of inspection, anatomy (features) of, and procedures to measure certain types of instruments.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 12 11/11	Chapter 10: Surgical Instrumentation Chapter 11: Complex Surgical Instruments	<ul style="list-style-type: none"> <li>- Identify solutions that can damage stainless steel instruments</li> <li>- Explain procedures to test instruments for sharpness, and to identify (mark) them.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm

		<ul style="list-style-type: none"> <li>- Emphasize the importance of instrument lubrication, and review tray assembly safeguards.</li> </ul>	Monday Night
Week 13 11/18	Chapter 10: Surgical Instrumentation Chapter 11: Complex Surgical Instruments	<p style="text-align: center;">Chapter 11:</p> <ul style="list-style-type: none"> <li>- Provide an overview of and discuss procedures to care for and effectively process powered surgical instruments.</li> <li>- Explain basic concerns important when handling and processing endoscopic instruments.</li> <li>- Discuss detailed information about flexible endoscopes.</li> <li>- Review general processing and inspection requirements for rigid and semi-rigid endoscopes and laparoscopic instruments.</li> <li>- Identify basic protocols important at each step in the loaner instrumentation process.</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 14 11/25	Chapter 17: Monitoring and Record Keeping for Central Service	<p style="text-align: center;">Chapter 17</p> <ul style="list-style-type: none"> <li>- Monitoring Water quality</li> <li>- Mechanical Cleaning Equipment</li> <li>- Monitoring Chemical Disinfection</li> <li>- Monitoring Manual Disinfection</li> <li>- Monitoring Automated Endoscope Repressor</li> <li>- Monitoring Process Indicators, Physical and Biological Indicators.</li> <li>- Process Challenge Devices and Implants</li> <li>- Sterilizer Printouts, load control numbers and validation and verification</li> <li>- Monitoring sterilizer</li> </ul>	In Classroom Lecture and Lab 5 pm to 9 pm Monday Night
Week 15 12/2	Chapter 19: Managing Inventory within the Central Service Department	<p style="text-align: center;">Chapter 19</p> <ul style="list-style-type: none"> <li>- Discuss the responsibilities of central service technicians for managing patient care equipment.</li> <li>- Identify the purposes of commonly-used patient care equipment.</li> <li>- Identify handling requirements and concerns of common patient care equipment.</li> <li>- Describe the differences and explain advantages and disadvantages of purchase, lease, rent, and loan options for patient care equipment.</li> <li>- Review other basic patient care equipment concerns: maintenance and repair and outsourcing.</li> <li>- List the primary reasons for tracking equipment, supplies and instruments.</li> <li>- Discuss the use of computers and information systems to support applications within the facility and central service department.</li> <li>- Recognize that tracking systems enhance central service operations</li> <li>- Explain that tracking systems must address the specific needs of the healthcare facility and central service department.</li> <li>- Review the features of available instrument and equipment tracking systems.</li> <li>- Understand cost containment and the importance of a well-managed inventory system</li> </ul>	In Classroom Lecture and Lab 5 pm -9 pm Monday Night

Week 16 12/9	Finals	Monday 5pm-9pm	In Classroom Lecture and Lab 5pm-9 pm Monday Night
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