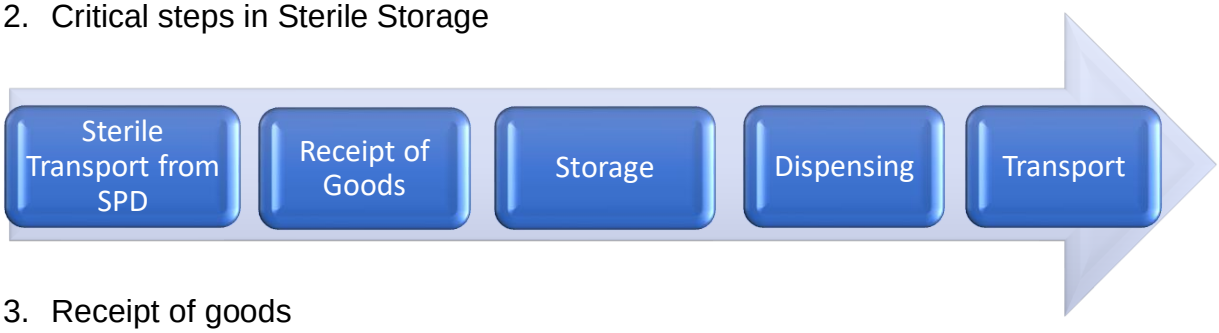
STERIS UNIVERSITY

Competency Development Tips
Sterile Storage

Competencies should be based on facility processes, products, equipment, policies, and procedures. Competencies should also reference relevant industry guidance documents and standards, work instructions, job aides and tools, risk assessments, and staff's experience with performing the task. The following are additional items to consider when developing competencies for Sterile Storage of medical devices.

1. Safety
   a. Appropriate PPE for the task
2. Critical steps in Sterile Storage



3. Receipt of goods
   a. Stock rotation
      - First In - First Out (FIFO)
      - Left to right
      - Front to back
   b. Package Inspection to include but not limited to
      - Expiration dates, if applicable
      - Packaging validated shelf life
      - Tape is secure
      - External chemical indicators (tape) show appropriate color change, if applicable
      - No holes in packages and wrap material
      - No package discoloration due to age, external contaminant, or moisture
      - No packages excessive wrinkles, creases, or seals that are not smooth
      - Rigid container filters in place
      - Rigid container tamper locks intact

- External chemical indicators (data cards) show appropriate color change, if applicable
- Load Stickers are in place

NOTE: Dropped packages are considered contaminated

4. Storage
   a. Environment
      - Bins are clean
      - Appropriate distance from ceiling, floor, outside wall
      - Appropriate temperature & humidity
      - Items are stacked per manufacturer IFU
      - Product use: Dust covers to include but not limited to
        – Appropriate application
        – Appropriate dating
        – Appropriate handling should dust cover be removed
5. Dispensing
   a. Stock rotation
      - First In - First Out (FIFO)
      - Items transported using appropriate transport container or cart
6. Transport
   a. Transporter uses specified route to prevent accidental contamination
   b. Transport containers or carts are reprocessed per manufacturer's Instructions for Use (IFU)
   c. Documentation
      a. Pick list
      b. Instrument tracking system
      c. Recall procedure