

PROCEDURE FOR: Loaned Instrumentation and Equipment: Inventory and Processing

- POLICY:
1. The use of loaned surgical instrumentation will be controlled and documented, with all loaner instrumentation considered contaminated until it is processed by JDH staff.
 2. Vendors will be encouraged to supply loaner instrumentation in biohazard containers. Surgeons who bring in specialty instrumentation will be encouraged to have the items enclosed in barrier material(s).
 3. Vendors will be encouraged to provide instrument sets that easily and safely can be lifted using good body mechanics, without endangering the safety of employees or compromising sterility or the integrity of the sterile barrier. In general, vendors will be encouraged to provide loaned sets that do not exceed 20 pounds total weight or that do not exceed manufacturer's written instructions for any closed container system used.
 4. Adequate time should be allowed for effective decontamination of loaned surgical instruments before and after use, in accordance with manufacturers' instructions and current guidelines. Decontamination should be carried out according to the procedure for: Care of Surgical Instruments and Powered Equipment in the Perioperative Setting.
 5. Loaned instrument sets should be accompanied by a comprehensive list of contents and, if there is anything other than metal contained in the set, reprocessing instructions should be provided. If these are absent or cannot be followed (e.g. inappropriate sterilization time / temperature requirements are quoted) the instruments should not be used.
 6. All instrumentation and equipment received from another facility or outside vendor will be inventoried by Instrument Room personnel prior to use and again prior to return of the items to the original source, preferably together with the Health Care Industry representative involved. Discrepancies identified during inventory will be reported and reconciled.
 7. Items sterilized at another facility and not by the manufacturer must be sterilized at UCHC prior to use. Any items owned or maintained by JDH that are being loaned between sites will be covered by the procedure for Transport of Sterilized Items, Internal Use: JDH and FSC ORs.
 8. Loaned instrumentation that includes implants will not be flash sterilized. An internal integrator and an external indicator will be used for all instrumentation sterilized in the JDH Instrument Room or FSC Sterile Processing areas, with biological spore testing conducted for all loads containing implants.
 9. Loaned instrumentation will be readily available for use post-sterilization by the nursing staff.
 10. Full traceability of loaned surgical instruments through the

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decontamination and sterilization processes to the patient will be maintained.

11. Loaned instrumentation to be returned to the lender after use should be noted as such by the JDH CSS/IR or FSC SP staff, and the vendor notified upon completion of the decontamination process.
12. If the loaner instrumentation also involves an electrical generator system, that equipment must be processed through the Clinical Engineering Department prior to use. The generator must be wiped down with disinfectant after use.
13. Use of loaner instrumentation will be monitored to determine whether vendors should provide in-house loaner sets based on frequent usage for set periods of time.

APPROVAL: Nursing Standards Committee

EFFECTIVE DATE: 01/87

REVISION DATE: 1/88, 1/89, 2/90, 6/96, 10/03, 8/08

REVIEWED DATES: 9/09