

University of Cincinnati

Department of Emergency Medicine

Procedure for Endocavitary Ultrasound Probe cleaning

The operator will:

1. Obtain a clean endocavitary probe from the hanging cabinet in I-pod. The key is located on the wall and code to the key box is 0007.
2. Do not use a probe that is not inside a blue sterile cover. If a probe is found without a sterile cover over the scanning portion of the probe, the probe will be high-level disinfected prior to use.
3. Have cleaning wipes (Oxivir Tb), a red biohazard bag, a patient belonging bag and a patient sticker ready, a second set of gloves.
4. Perform the scan.
5. After scanning the patient but before disconnecting the probe from the machine, remove probe covering and wipe of any visible gel.
6. Change gloves and wipe the transducer, transducer cable and machine surfaces clean with Oxivir Tb wipes.
7. Once dry, place in the red biohazard bag on the endocavitary probe like a hat with a patient sticker holding it on.
8. Disconnect the probe and place it in patient belonging bag with another patient sticker on that.
9. Place the probe cover into a biohazard bag and walk it to a biohazard trash can.
10. Walk the endocavitary probe to the trophon room or give it to a PCA who can walk it to the Trophon room.
11. Place transducer in red bucket labelled "dirty."
12. Press the button on the Trophon to bring it out of sleep mode.
13. Call the i-Pod PCA. If they do not answer or there is not an i-pod PCA on shift, they will call the charge nurse and alert them to the dirty probe being ready for cleaning in the Trophon room. If they charge nurse is contacted, they will assign the task of cleaning the probe to an available PCA.

The PCA will:

1. If Trophon is in use, place it in the "dirty" bucket.
 2. Open the Trophon door
 3. Take the probe out of the bag wearing gloves.
 4. Place the endocavitary probe in the machine in the proper orientation.
 5. Place a new indicator sticker in the machine.
 6. Remove gloves and wash hands.
 7. Close the Trophon machine and start the cycle.
 8. Fill out the log with patient information, their name, probe information.
 9. When the Trophon is done with its cycle, the PCA will check the indicator for a passing test.
 10. Add the sticker that the machine spits out to the log book and complete the information in the log book and on the stickers.
 11. Remove the probe from the Trophon.
 12. Wipe down with a paper towel or washcloth.
 13. Place a blue "clean" bag over the probe and secure it with the 2nd sticker that the machine provides.
 14. Walk the probe to the cabinet on the wall in I-pod. Unlock the cabinet and hang it up.
 15. The I-pod PCA should additionally check the red "dirty" bin at the beginning of their shift, ½ way thru their shift and then at the end of their shift.
- Any probe that does not have a blue bag secured over it with a sticker is presumed to be dirty and will be cleaned.
 - Transducers will be cleaned with every use.
 - If there is a deviation from protocol, the probe will be cleaned again.
 - Dirty probes will be taken directly from the point of use to the red "dirty" bin in the Trophon Room.