

WORK INSTRUCTIONS- STERILE SERVICES DEPARTMENT

Work instruction 22 – Processing instructions for BEH Outpatient Lenses

1. Scan the barcode on the box of the lens into dirty reception.
2. Fill an Ecolab Actichlor dilutions bottle with tap water and put an Actichlor tablet in the bottle to dissolve.
3. Gently shake the bottle (with the lid on) to mix the solution and leave to dissolve.
4. Wash the lens in one of the designated bowls using a cotton wool ball and detergent solution made to the same concentration as on the sink.
5. Rinse off the lenses using sterile water.
6. Pour the Actichlor solution into a designated bowl and place the lenses in the solution.
7. Leave the lenses to soak in the solution for 20 minutes, there is a timer provided.
8. Scan the lenses through pre-wash inspection.
9. Write the numbers of the lenses on waterproof paper and put with the lenses.
10. Scan the lenses into the “Actichlor Hand Wash” Cycle on the computer.
11. Rinse the lenses off using sterile water and place in a clean basket and place them straight in the clean (Belimed) hatch to go into the inspection room.
12. Lay the boxes up in a basket and put them through the washer disinfectors.
13. In the clean room dry the lenses with lint free cloths (clinical sheets).
14. Match the lenses up to their boxes.
15. Pack the lenses in self seal bags and stamp the label with the disinfected stamp.
16. Send the lenses out to the autoclave room.
17. In the autoclave room scan the lenses through the system using the following steps, DO NOT STERILISE.
 - a) Scan the lenses onto the “BEH Lenses trolley”
 - b) Scan the “BEH Lenses trolley” into the “BEH Lenses Disinfected” Cycle and then scan it out.
 - c) Dispatch the lenses as normal.