



OnTrack Reprocessing In-Service/Competency for CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)

THIS CHECKLIST IS DESIGNED FOR USE SOLELY AS A CUSTOMER EDUCATIONAL TOOL AND IS NOT INTENDED TO REPLACE OR IN ANY WAY MODIFY THE OLYMPUS INSTRUCTION MANUAL/REPROCESSING MANUAL. BE SURE TO FOLLOW THE DETAILED STEPS OUTLINED IN THE REPROCESSING MANUAL THAT WAS INCLUDED WITH YOUR OLYMPUS EQUIPMENT WHEN PURCHASED. WHILE OLYMPUS' TRAINING MAY BE USED IN SUPPORT OF A FACILITY'S OVERALL COMPETENCY PROGRAM, IT SHALL NOT CONSTITUTE CERTIFICATION OF THE FACILITY'S CDS PROTOCOL. OLYMPUS SHALL IN NO EVENT BE HELD RESPONSIBLE FOR A FACILITY'S PROPER PERFORMANCE OF CDS PROTOCOL NOR FOR A FACILITY STAYING CURRENT WITH ONGOING CDS INSTRUCTIONAL CHANGES AND CORRESPONDING TRAINING UPDATES. FACILITY OWNERS OF OLYMPUS EQUIPMENT ARE FULLY RESPONSIBLE FOR COMPLYING WITH INDUSTRY CDS STANDARDS AND MANUFACTURER'S PROPER USE AND CDS INSTRUCTIONS.

Check one of the following:

- Olympus In-Service**
- Facility-Verified Competency**

Print Name _____ Signature _____

Title _____ Email _____

Facility Name: _____ **Date(s) of Training:** to

Facility Address: _____ **City:** _____ **State:** _____ **Zip Code:** _____

Endoscope Models: Check each model reviewed during this session.

CF

- | | | | |
|--------------------------------------|--------------------------------------|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> CF-140L/I | <input type="checkbox"/> CF-H180AL/I | <input type="checkbox"/> CF-Q160AL/I | <input type="checkbox"/> CF-Q180AL/I |
| <input type="checkbox"/> CF-140S | <input type="checkbox"/> CF-H180DL/I | <input type="checkbox"/> CF-Q160L/I | <input type="checkbox"/> CF-HQ190L/I |
| <input type="checkbox"/> CF-1T140L/I | <input type="checkbox"/> CF-Q140L/I | <input type="checkbox"/> CF-Q160S | <input type="checkbox"/> CF-H190L/I |

PCF

- PCF-140L/I PCF-160AL/I PCF-H180AL/I PCF-Q180AL/I PCF-H190L/I PCF-PH190L/I

GIF

- | | | | | | |
|------------------------------------|-------------------------------------|-----------------------------------|------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> GIF-140 | <input type="checkbox"/> GIF-1TQ160 | <input type="checkbox"/> GIF-N180 | <input type="checkbox"/> GIF-Q160 | <input type="checkbox"/> GIF-XP180N | <input type="checkbox"/> GIF-H190 |
| <input type="checkbox"/> GIF-160 | <input type="checkbox"/> GIF-H180 | <input type="checkbox"/> GIF-P140 | <input type="checkbox"/> GIF-Q180 | <input type="checkbox"/> GIF-XQ140 | <input type="checkbox"/> GIF-HQ190 |
| <input type="checkbox"/> GIF-1T140 | <input type="checkbox"/> GIF-H180J | <input type="checkbox"/> GIF-Q140 | <input type="checkbox"/> GIF-XP160 | <input type="checkbox"/> GIF-XTQ160 | <input type="checkbox"/> GIF-XP190N |

SIF

- SIF-Q180

OnTrack Reprocessing In-Service/Competency for CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)

NOTE: Instructions provided in this document are not valid for Olympus devices repaired by a non-Olympus facility. The Olympus-recommended reprocessing procedures have not been validated for reprocessing devices repaired by a non-Olympus facility. In the event that your device has been repaired by a non-Olympus facility, please contact that repair facility for instructions regarding reprocessing.

Instructions provided in this manual regarding material compatibility are not valid for Olympus devices repaired by a non-Olympus facility. Olympus repairs devices to manufacturer's specifications by using original equipment manufacturer's (OEM) materials. The use of non-OEM materials to repair an Olympus device may affect the material compatibility of the device with certain reprocessing chemicals or methods. In the event that your device has been repaired by a non-Olympus facility, please contact that repair facility for instructions regarding material compatibility.

For assistance with CF, PCF, or GIF endoscopes, call the Technical Assistance Center (TAC) at 1-800-848-9024, or go to www.olympusconnect.com online.

Olympus In-Service

Facility-Verified Competency

**OnTrack Reprocessing In-Service/Competency for
CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)**

#	Name (Print)	Email	Signature
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OnTrack Reprocessing In-Service/Competency for CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)

Check the appropriate box in the right columns for the In-Service training done. If you check the N/A box, you must explain the reason in the Comments area below the checklist.

Precleaning	Demonstrated		
	Yes	No	N/A
1. Wear appropriate personal protective equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Turn OFF the video processor and light source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Wipe down the insertion tube with a water-soaked lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Turn ON the suction source and ensure the biopsy valve cap is closed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Immerse the distal tip in water and depress the suction valve to aspirate the water for 30 seconds. For 190 endoscopes, aspirate water for 10 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Remove the distal tip from the water and depress the suction valve to aspirate air for 10 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Turn OFF the suction source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Remove the air/water valve and attach the air/water channel cleaning adapter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Turn ON the light source and set the airflow regulator to HIGH.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Immerse the distal tip in clean water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Depress the air/water channel cleaning adapter and flush water for 30 seconds. For 190 endoscopes, flush water for 10 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Release the air/water channel cleaning adapter to flush air for 10 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Turn OFF the light source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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OnTrack Reprocessing In-Service/Competency for CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)

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Precogning (Continued)	Demonstrated		
	Yes	No	N/A
14. For endoscopes with an auxiliary water channel:			
a. For manual flushing of the auxiliary water channel:			
(1) Attach a clean MAJ-855 to the auxiliary water inlet (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Immerse the distal tip in water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Fill a 30 cm ³ syringe with water, attach to the MAJ-855, and flush 30 cm ³ of water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Fill a 30 cm ³ syringe with air, attach to the MAJ-855, and flush 30 cm ³ of air. For 190 endoscopes, omit this step.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) Detach the syringe and leave the MAJ-855 attached to the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. For automated flushing of the auxiliary water channel using the OFP:			
(1) Confirm proper attachment of the MAJ-855 and OFP filter and tubing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(2) Immerse the distal tip in water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(3) Activate the OFP pump for 10 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(4) Detach the MAJ-855 from the OFP filter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
(5) Leave the MAJ-855 attached to the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Disconnect all removable and reusable parts from the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Confirm that the water-resistant cap is dry and free of debris, and attach the water-resistant cap. For 190 endoscopes, omit this step because there is no water-resistant cap.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Transport to reprocessing area in covered container.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Check the appropriate box in the right columns for the In-Service training done. If you check the N/A box, you must explain the reason in the Comments area below the checklist.

Leakage Testing	Demonstrated		
	Yes	No	N/A
1. Fill a basin with clean water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Detach air/water channel cleaning adapter, suction valve, and biopsy valve from the endoscope	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Connect the leakage tester to the air source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Turn ON air source, and set airflow regulator to maximum (if using a light source).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Depress pin inside connector cap to confirm that air is being emitted.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Confirm that the leakage tester's connector cap and venting connector are dry.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Connect the leakage tester to the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Completely immerse the endoscope in water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Observe for 30 seconds while angulating the bending section in all directions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. If a continuous series of bubbles emerges from any location, remove the endoscope from the water, and contact Olympus for further instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. If no leak is detected, remove the endoscope from the water and turn OFF the air source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Disconnect the leakage tester from the air source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Wait 30 seconds or until the bending section contracts to its pre-expansion size.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Disconnect the leakage tester connector cap from the venting connector.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Check the appropriate box in the right columns for the In-Service training done. If you check the N/A box, you must explain the reason in the Comments area below the checklist.

Manual Cleaning	Demonstrated		
	Yes	No	N/A
1. Fill a basin with fresh detergent solution prepared as recommended by the manufacturer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Completely immerse the endoscope and accessories in detergent solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Use a brush, lint-free cloth, or sponge to thoroughly clean all external surfaces.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Use endoscope model-specific brushes to brush channels/cylinders/ports until no visible debris remains.			
a. Brush the instrument/suction channel in the insertion tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Brush the suction channel in the universal cord.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Brush the suction cylinder.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Brush the instrument channel port.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Attach the suction cleaning adapter to the instrument channel port.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Connect the suction tube from the suction source to the suction connector on the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Immerse the distal end and weighted end of the suction cleaning adapter in detergent.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Turn ON the suction source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Cover the suction cylinder and aspirate detergent solution for approximately 30 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Turn OFF the suction source.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Detach the suction tube and the suction cleaning adapter.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Attach the channel plug.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Manual Cleaning - Manual Flushing of Endoscope Channels	Demonstrated		
	Yes	No	N/A
1. Attach the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Immerse the suction port of the injection tube into the detergent solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Attach a 30 cm ³ syringe to the air/water port of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Flush the air/water channel with 90 cm ³ of detergent.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. For endoscopes with an auxiliary water channel:			
a. Attach the auxiliary water (MAJ-855) tube to the auxiliary water inlet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Use a 30 cm ³ syringe to flush 90 cm ³ of detergent solution into the auxiliary water channel. For 190 endoscopes, flush 30 cm ³ of detergent solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Wipe external surfaces of the endoscope/accessories with a clean lint-free cloth, brush, or sponge.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Soak the endoscope and accessories in detergent solution for the time specified by the detergent manufacturer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Remove the endoscope and accessories from the detergent solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Immerse endoscope and accessories in clean water, and gently agitate to rinse.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Use a 30 cm ³ syringe to inject 90 cm ³ of water through each side of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. For endoscopes with an auxiliary water channel, attach a 30 cm ³ syringe to the auxiliary water tube (MAJ-855), and inject 90 cm ³ of water. For 190 endoscopes, flush 30 cm ³ of water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Manual Cleaning - Manual Flushing of Endoscope Channels	Demonstrated		
	Yes	No	N/A
12. Remove the endoscope and accessories from the water, and place them in a clean basin.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Cover the distal end with a clean lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Use a 30 cm ³ syringe to inject 90 cm ³ of air through each side of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. For endoscopes with auxiliary water channel, use a 30 cm ³ syringe to inject 90 cm ³ of air through the auxiliary water tube. For 190 endoscopes, inject 30 cm ³ of air.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Disconnect the channel plug, injection tube, and auxiliary water tube from the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Use a lint-free cloth to dry all external surfaces of the endoscope, channel plug, injection tube, and auxiliary water tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Reprocess the accessories as described in the Olympus Reprocessing Manual, Chapter 6, <i>Reprocessing the Accessories</i> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: If an N/A box is checked above, the reason for it must be explained here.

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Manual Cleaning - Manual Flushing of Endoscope Channels	Demonstrated		
Automated Flushing of Endoscope Channels by Using the EFP250 See the EFP instruction manual for decontamination and flow verification instructions.	Yes	No	N/A
1. Fill a two-liter container with detergent solution, prepared as recommended by the manufacturer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Connect the inlet hose to EFP250, and immerse the screened end in detergent solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Connect the Blue Main Channel Assembly to the EFP250 and endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. For endoscopes with an auxiliary water channel, connect the Purple Special Channel Assembly to the EFP250 and the auxiliary water inlet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Press the BLUE and PURPLE (if applicable) START/STOP button(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Visually verify fluid flow through all channels by carefully removing the distal end of the endoscope from the detergent solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. After detergent flushing is completed, soak the endoscope in detergent solution for the time specified by the detergent manufacturer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Wipe external surfaces of the endoscope/accessories with a clean lint-free cloth, brush, or sponge.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Discard used detergent.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Rinse and fill the container and endoscope basin with clean water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Immerse the screened end of the inlet hose in container with water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Manual Cleaning - Manual Flushing of Endoscope Channels	Demonstrated		
	Yes	No	N/A
Automated Flushing of Endoscope Channels by Using the EFP250 See the EFP instruction manual for decontamination and flow verification instructions.			
12. Press the BLUE and PURPLE (if applicable) START/STOP button(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Discard used rinse water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Place screened end of inlet hose in empty container.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Press the BLUE and PURPLE (if applicable) START/STOP button(s).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Remove all hose assemblies from the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Use a lint-free cloth to dry all external surfaces of the endoscope, channel plug, injection tube, and auxiliary water tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Reprocess the accessories as described in the Olympus Reprocessing Manual, Chapter 6, <i>Reprocessing the Accessories</i> .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Manual Cleaning - Manual Flushing of Endoscope Channels	Demonstrated		
Automated Flushing of Endoscope Channels by Using the EFP500 See the EFP instruction manual for decontamination and flow verification instructions.	Yes	No	N/A
1. Fill a two-liter container and a sink/basin with fresh detergent.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Connect the Main Channel Assembly to the appropriate connections on the endoscope. Plug the other end of the Assembly into the left quick-disconnect on the EFP500. Make sure all hoses and fittings are connected to the proper channels. CAUTION: To prevent detachment of these connections from the endoscope during operation, make sure the connections are dry before you connect them. If wet, spray isopropyl alcohol on both connections and connectors and air-dry them before connection.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. If the endoscope has an elevator wire or auxiliary water channel, connect the Special Channel Assembly (Auxiliary-Water or Elevator Wire) to the endoscope and the EFP500.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Push the Detergent Start button. The pump will start and the detergent LED flashes as the scope is being flushed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. When the light stops flashing and stays lit, the cycle is complete.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Discard the used detergent.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Rinse and fill the containers with clean water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Do NOT disconnect any hoses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Push the Water Start button. The pump will start, and the water LED will flash as the scope is being flushed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Manual Cleaning - Manual Flushing of Endoscope Channels	Demonstrated		
	Yes	No	N/A
Automated Flushing of Endoscope Channels by Using the EFP500 See the EFP instruction manual for decontamination and flow verification instructions.			
10. When the light stops flashing and stays lit, the cycle is complete.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Discard the used rinse water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Do NOT disconnect any hoses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Place the screened end of inlet hose into an empty container.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Press the Air Start button. The pump will start, and the <i>Air</i> LED flashes as the scope is being flushed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. When the light stops flashing and stays lit, the cycle is complete.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. When all three LEDs remain lit, you have completed the pre-cleaning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Remove the hoses, and dry the external surfaces of the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: If an N/A box is checked above, the reason for it must be explained here.

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Automated Endoscope Reprocessor (AER) High-Level Disinfection	Demonstrated			
AER Type: _____	High-Level Disinfectant Type: _____	Yes	No	N/A
1. Test the disinfectant concentration (i.e., MEC) according to the manufacturer's instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Inspect the connections according to the AER manufacturer's instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Verify that the proper connector is being used for the endoscope being reprocessed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. Attach the endoscope connectors/adapters to the AER and endoscope as per the AER manufacturer's instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
5. Operate the AER according to the AER manufacturer's instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
6. Ensure the endoscope is soaked in disinfectant solution according to the disinfectant manufacturer's recommendations for time and temperature.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Remove the endoscope promptly after the AER cycle is completed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
8. Perform the terminal steps that the AER does not perform (e.g., alcohol and air purge).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
9. Wipe all external surfaces with a lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
10. Dry the inside of the air/water and suction cylinders, and instrument channel port with sterile cotton swabs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FOR FACILITY INTERNAL USE ONLY! Olympus personnel are unable to demonstrate use of individual manufacturer's AER.				

Comments: If an N/A box is checked above, the reason for it must be explained here.

This AER checklist is for Competency training only and not for In-Service training done by an Olympus trainer.

OnTrack Reprocessing In-Service/Competency for CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)

Check the appropriate box in the right columns for the In-Service training done. If you check the N/A box, you must explain the reason in the Comments area below the checklist.

Manual High-Level Disinfection	Demonstrated		
	Yes	No	N/A
1. Fill a basin with disinfectant solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Test the disinfectant concentration (i.e., MEC) according to the manufacturer's instructions.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Attach the channel plug and injection tube to the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Completely immerse the endoscope and accessories in disinfectant solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Use a 30 cm ³ syringe to inject 90 cm ³ of disinfectant into each side of the injection tube, and confirm that no bubbles exit the distal tip.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. For endoscopes with an auxiliary water channel:			
a. Attach the auxiliary water tube (MAJ-855).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Use a 30 cm ³ syringe to inject 90 cm ³ of disinfectant through the auxiliary water tube. For 190 endoscopes, inject 60 cm ³ of disinfectant. If air bubbles are still visible on the 190 endoscope, repeat the injection.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Disconnect all equipment from the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Remove any bubbles that adhere to the surfaces with a gloved finger or clean lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Soak endoscope and equipment for the time and at the temperature recommended by the disinfectant manufacturer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Reconnect the channel plug and injection tube to the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Remove the suction port of the injection tube from the disinfectant solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Attach a 30 cm ³ syringe to each port on the injection tube, and inject 90 cm ³ of air.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. For endoscopes with an auxiliary water channel:			
a. Reattach the auxiliary water tube (MAJ-855).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Use a 30 cm ³ syringe to inject 90 cm ³ of air through the auxiliary water tube. For 190 endoscopes, inject 30 cm ³ of air.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Remove the endoscope and accessories from the disinfectant solution.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: If an N/A box is checked above, the reason for it must be explained here.

OnTrack Reprocessing In-Service/Competency for CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)

Check the appropriate box in the right columns for the In-Service training done. If you check the N/A box, you must explain the reason in the Comments area below the checklist.

Rinsing	Demonstrated		
	Yes	No	N/A
1. Fill a basin with sterile water, filtered water, or tap water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Completely immerse the endoscope and equipment in the water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Detach the channel plug, injection tube, and auxiliary water tube (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Wipe all external surfaces with a lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Attach the channel plug and injection tube to the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Use a 30 cm ³ syringe to inject 90 cm ³ of water through each side of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. For endoscopes with an auxiliary water channel:			
a. Attach the auxiliary water tube (MAJ-855).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Use a 30 cm ³ syringe to inject 90 cm ³ of water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Remove the endoscope and accessories from the water.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Cover the distal tip with a lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Use a 30 cm ³ syringe to inject 90 cm ³ of air through each side of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. For endoscopes with an auxiliary water channel:			
a. Attach the auxiliary water tube (MAJ-855).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Use a 30 cm ³ syringe to inject 90 cm ³ of air.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Detach the channel plug, injection tube and auxiliary water tube (if applicable) from the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Wipe all external surfaces with a lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: If an N/A box is checked above, the reason for it must be explained here.

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Check the appropriate box in the right columns for the In-Service training done. If you check the N/A box, you must explain the reason in the Comments area below the checklist.

Alcohol Flush	Demonstrated		
	Yes	No	N/A
1. Attach a reprocessed channel plug, injection tube, and auxiliary water tube (if applicable) to the endoscope.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Immerse suction port of injection tube in 70% isopropyl or ethyl alcohol.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Use a 30 cm ³ syringe to inject 90 cm ³ of alcohol through the suction channel of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Use a 30 cm ³ syringe to inject 30 cm ³ of alcohol through the air/water channel of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Remove the suction port from the alcohol, and cover the distal tip with a lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Use a 30 cm ³ syringe to inject 90 cm ³ of air through the suction channel of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Use a 30 cm ³ syringe to inject 90 cm ³ of air through the air/water channel of the injection tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. For endoscopes with an auxiliary water channel:			
a. Attach a reprocessed auxiliary water tube (MAJ-855).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Use a 30 cm ³ syringe to inject 30 cm ³ of alcohol.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Use a 30 cm ³ syringe to inject 90 cm ³ of air.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Detach the channel plug, injection tube, and auxiliary water tube (if applicable). For 190 endoscopes, detach the injection tube only.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. For 190 endoscopes, do the following:			
a. Attach a sterile suction tube.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Turn the suction pump on, and aspirate air for at least 30 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Turn the suction pump off.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Detach the suction tube channel plug and auxiliary water tube (if applicable).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Wipe all external surfaces with a lint-free cloth.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Dry the inside of the air/water and suction cylinders, and instrument channel port with sterile cotton swabs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: If an N/A box is checked above, the reason for it must be explained here.

OnTrack Reprocessing In-Service/Competency for CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)

Check the appropriate box in the right columns for the In-Service training done. If you check the N/A box, you must explain the reason in the Comments area below the checklist.

Sterilization with ETO	Demonstrated		
	Yes	No	N/A
<p>140, 160, and 180 Endoscopes</p> <p>For 140, 160, and 180 series endoscopes, disconnect the water-resistant cap (MH-553) from the endoscope connector before ethylene oxide gas sterilization.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<p>190 Endoscopes</p> <p>For 190 series endoscopes, attach the ETO cap (MB-156) before ethylene oxide gas sterilization.</p>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: If an N/A box is checked above, the reason for it must be explained here.

OnTrack Reprocessing In-Service/Competency for CF/PCF/GIF/SIF Endoscopes (EVIS, EXERA, EXERA II, EXERA III)

Check the appropriate box in the right columns for the In-Service training done. If you check the N/A box, you must explain the reason in the Comments area below the checklist.

Endoscope Storage	Demonstrated		
	Yes	No	N/A
1. Detach all accessories:			
a. Detach all valves.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Detach the water-resistant cap from the electrical connector (cap may remain attached to endoscope by the chain). For 190 endoscopes, omit this step because there is no water-resistant cap.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Uncap the auxiliary water inlet cap.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Confirm that the surfaces of the endoscope and accessories are dry.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Ensure all angulation locks are in the free position.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. For endoscopes with a flexible adjustment mechanism, set the insertion tube to the most flexible condition.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Store the endoscope in a well-ventilated cabinet.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Hang the endoscope so that the universal cord and insertion tube are hanging vertically.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments: If an N/A box is checked above, the reason for it must be explained here.