CO-3



Standard Operating Procedure (SOP)

Status: v 0.0 DRAFT

Revised: May 22, 2020 Owner: Shared Health

This Guideline has been reviewed and adjusted to reflect Southern Health-Santé Sud protocols and policies – May 1, 2020.

Reprocessing Single Use N95 Respirators due to COVID-19 Sorting Compatible N95 Respirators for Reprocessing

Purpose	To collect and reprocess single use compatible N95 respirators with Health Canada approved methods. These will be stored and used as a backup supply to our regular inventory on the direction of the Provincial Ministry or Health Authority.
Types of N95 Respirators	Refer to N95 Respirator Content Information from Vendors.

The Process:

ine Process:	
Step	Collecting N95 Respirators
1.	Refer to (CO-1-shared health document) N95 Respirator and Eye Protection Collection for
	Sterilization and Reuse.
Step	External Site Collection
1.	Collect used N95 respirators for reprocessing in a clear bag tied and placed into
	closed container secured with RED numbered tie wraps
2.	Label Collection Bins containing N95 that are ready to be sorted with Bio Hazard
	Sticker, Transportation Inventory List and transport label, for Boundary Trails Health
	Centre (BTHC) Medical Device Reprocessing (MDR) Decontamination
2.1	 Reprocessed respirators will be marked with a letter to indicate it has been reprocessed and line indicating the number of times the respirator has been reprocessed. If the respirator is unmarked, it has not yet been reprocessed. Respirators reprocessed using STERIZONE VP4 Sterilizer are labelled "X" on the respirator. These respirators may be reprocessed up to a maximum of two times. (unless otherwise directed) Place respirators into a clear bag and a clearly labelled enclosed bin for return to Boundary Trails Health Centre (BTHC) Medical Device Reprocessing (MDR) Decontamination If the respirator has any other combination of markings, set aside for further examination by BTHC MDR.

Step	Sorting at BTHC MDR using STERIZONE VP4 equipment for N95
	BTHC MDR staff will don full PPE prior to opening any container or enclosed

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	bag
	Empty bags onto a clean, dry surface for sorting in Decontamination area.
	Discard any respirators that are soiled, wet, damp, stained, ripped, broken
	straps, or otherwise damaged.
	Examine masks using magnifier.
	Discard any respirators that have been reprocessed to the maximum
	allowed number of reprocessing cycles.
	Sort respirators into like piles equipment; letter, respirator type and size
	For sorting MDR staff will refer to photographic guide provided at the
	sorting table
Step	Packaging
1.	Use PPE – (gown, gloves, mask and eye) protection when packaging.
	Place a small line using a regular black Sharpie that conforms to ASTM
	D- 4236 (please avoid fine points) on your compatible N95 respirator each
	time to maintain the reprocessing cycle count prior to pouching.
2.	 Confirm that the labeling is legible, and that there is no visible
	damage or soil/contamination prior to pouching the compatible
	N95 respirator.
	 A single line indicates the respirator has gone through 1
	sterilization cycles. Discard the
	respirator if it already has one (1)
	line on it.
	A NOTE: The commetible NOE requireter may be
	NOTE: The compatible N95 respirator may be described up to a maximum of case (1)
	decontaminated up to a maximum of once (1)
	times through the STERIZONE VP4 STERILIZER Starilization System (upless otherwise directed)
	Sterilization System. (unless otherwise directed)
	Once sorting is complete, respirators suitable for reprocessing will move on
2	to peel pouching station located in the decontamination room.
3.	Using Tyvek pouches/roll or equivalent product compatible with STERIZONE VP4 Chariling a place and NOS provides a part of the pouch.
2.4	VP4 Sterilizer, place one N95 respirator in each pouch.
3.1	With markings facing the clear side plus visible indicator
	pass sealed pouch ready for reprocessing through into MDR
	Prep and Pack side for reprocessing

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4.	Ensure that a STERIZONE CI+ or compatible chemical indicator is contained within
	each pouch.
	STERIZONE® CI+ Chemical Indicator *** **REFERENCE*** **After exposure to STERIZONE® Sterilization process, Chemical Indicator color changes to the Reference (or lighter). **Limitediator chimique changes to the Reference (or lighter). **Limitediator
5.	Make sure both ends of the Tyvek pouches are sealed.
Step	Reprocessing using Sterizone VP4 Sterilizer
1.	 Place the pouches onto the loading rack. Using two pouch holders on the bottom shelf will help maximize the rack capacity. Pouches should not overlap each other. Loading rack has enough weight and surface area to reach 3:30 minute hydrogen peroxide injection time Ensure sterilizer is loaded to allow for free flow of vaporized hydrogen peroxide vapor. Up to 20 respirators can be processed in a sterilization load. Load temperature should be between 20-26°C (68-78°F).
2.	When running consecutive cycles, ensure the loading rack and pouch holders are cooled down between cycles (approximately 15 minutes) back to a temperature between 20° - 26°C (68° - 78°F). Use of an infrared temperature gun is advised.
3.	Place a Test Pack 1 containing a STERIZONE BI+ Self-contained Biological Indicator2 (or STERIZONE VP4 compatible biological indicator), and a STERIZONE CI+ Chemical Indicator3 (or STERIZONE VP4 compatible chemical indicator) on the top shelf of the loading rack, as per recommendation of the STERIZONE VP4 Sterilizer User Manual.
4	Initiate a cycle and once cycle is completed, verify successful completion following the STERIZONE VP4 Sterilizer User Manual.
5.	Once cycle is complete, inspect each respirator and discard any damaged ones.

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