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Reprocessing Power Handpieces & Attachments Competency Verification Checklist



A Surgical Device Management & Clinical Consulting Company
Integrated Medical Systems International, Inc.
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Employee Name / Title _____
Territory/Region _____
Validator's Name _____

Skills Evaluation	Compliant w/Policy	Needs Assistance	Correction Plan
Reports inappropriate transport of soiled instruments appropriately.	<input type="checkbox"/>	<input type="checkbox"/>	
Establishes appropriate work area with appropriate tools.	<input type="checkbox"/>	<input type="checkbox"/>	
Removes jewelry.	<input type="checkbox"/>	<input type="checkbox"/>	
Wears personal protective garments.	<input type="checkbox"/>	<input type="checkbox"/>	
Isolates handpiece & accessories from other instruments.	<input type="checkbox"/>	<input type="checkbox"/>	
Leaves air hose attached while manually cleaning (pneumatic tools)	<input type="checkbox"/>	<input type="checkbox"/>	
Removes battery pack from handpiece while manually cleaning (battery tools)	<input type="checkbox"/>	<input type="checkbox"/>	
Does not completely immerse handpiece or attachments in any liquid.	<input type="checkbox"/>	<input type="checkbox"/>	
Removes blood & gross debris from handpiece using soft bristle brush & mild soap.	<input type="checkbox"/>	<input type="checkbox"/>	
Cleans cannulation hole with long cotton swab.	<input type="checkbox"/>	<input type="checkbox"/>	
Gently dries with lint free towel.	<input type="checkbox"/>	<input type="checkbox"/>	
Cleans inside of air hose connector with cotton swab (pneumatic tools).	<input type="checkbox"/>	<input type="checkbox"/>	
Transports handpiece & accessories isolated from other instruments.	<input type="checkbox"/>	<input type="checkbox"/>	
Lubricates handpiece according to OEM guidelines.	<input type="checkbox"/>	<input type="checkbox"/>	
Runs handpiece for 60 – 90 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	
Attaches bur & bur guard in locked position runs for 60 – 90 seconds.	<input type="checkbox"/>	<input type="checkbox"/>	
Disconnects air hose prior to sterilization. (pneumatic tools)	<input type="checkbox"/>	<input type="checkbox"/>	
Wraps handpiece & accessories in lint-free towel prior to sterilization.	<input type="checkbox"/>	<input type="checkbox"/>	
Follows OEM guidelines for sterilization.	<input type="checkbox"/>	<input type="checkbox"/>	
Removes failed devices from circulation.	<input type="checkbox"/>	<input type="checkbox"/>	

Action Plan: _____

Performer's Signature _____

Today's Date _____

Validator's Signature _____

Expiration Date _____