

# SFHEND21 - SQA Code HD22 04

## Reprocess endoscopy equipment



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### Overview

This standard covers the reprocessing of endoscopy equipment. This involves preparing and testing the reprocessing equipment prior to use, and then reprocessing the endoscopy equipment, including the endoscope itself. Any problems with the endoscopy equipment need to be reported before it is allowed to be used again. All used, damaged, or out of date items need to be disposed of correctly.

Users of this standard will need to ensure that practice reflects up to date information and policies.

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### Performance criteria

- You must be able to:*
- P1 check that all endoscopy equipment is accounted for after the endoscopic procedure
  - P2 ensure that health and safety measures relevant to reprocessing are undertaken
  - P3 handle endoscopy equipment safely, correctly, and hygienically during transfer between different clinical areas
  - P4 test reprocessing equipment prior to use, and report any problems with it
  - P5 reprocess the appropriate endoscopy equipment according to the specified organisational procedures
  - P6 report any endoscopy equipment that is not functioning correctly or is requiring maintenance
  - P7 dispose of any used, damaged, or out of date items accordance with organisational procedures
  - P8 restore the endoscopy equipment and environmental conditions to an appropriate state ready for the next procedure
  - P9 keep accurate, legible, and complete records, and comply with all the relevant legal, professional, and organisational requirements and guidelines

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### Knowledge and understanding

*You need to know and understand:*

- K1 the ethics and responsibilities of practitioners, and relevant professional bodies, codes of conduct, and guidelines
- K2 evidence-based practice and its role in improving care
- K3 the legislation relating to the:
  - K3.1 role of practitioners and clinical practice
  - K3.2 health and safety
  - K3.3 the care of individuals, include impact of the Human Rights Act
  - K3.4 freedom of information and data protection
- K4 government and organisational policies relating to the provision of endoscopy
- K5 the admission and discharge procedures for endoscopic procedures
- K6 the endoscopic procedures, equipment, and sedation that are used
- K7 the guidelines, precautions, and information offered to individuals undergoing endoscopic procedures
- K8 the stages of care and the roles of practitioners during endoscopic procedures
- K9 national and local policies and guidelines relating to the management and effective use of endoscopy resources
- K10 organisational management structures, roles, and responsibilities
- K11 procedures, protocols, and pathways for liaising with individuals, carers, practitioners, departments, and agencies
- K12 record keeping systems and policies
- K13 how to provide feedback on services
- K14 the endoscopes, accessories, and consumables used during specific endoscopic procedures
- K15 the decontamination, cleaning, maintenance, and disposal regulations and procedures for endoscopes, accessories, and consumables
- K16 the health and safety risks associated with insufficient decontamination, cleaning, and maintenance
- K17 sources of authoritative information on endoscopic procedures, including evidence based information
- K18 the centres of research and development on endoscopy, and the current issues and research debates
- K19 information and educational resources for practitioners, individuals, and carers, and methods for accessing them
- K20 journals, magazines, web-sites, and patient guidance notes and leaflets for specific endoscopic procedures
- K21 voluntary organisations, charities, and interest groups relating to different conditions

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#### Additional Information

##### External Links

This standard links with the following dimension within the NHS Knowledge and Skills Framework (October 2004):

Dimension: Core 3 Health, safety, and security

The candidate and assessor must only sign below when all Performance Criteria and Knowledge points have been met.

**Unit assessed as being complete**

<b>Candidate's Name:</b>	
<b>Candidate's Signature:</b>	
<b>Date submitted to assessor as complete:</b>	

<b>Assessor's Name:</b>	
<b>Assessor's Signature:</b>	
<b>Date assessed as complete:</b>	

**Internal Verification —**

to be completed in accordance with centre's IV strategy

<b>Evidence for this Unit was sampled on the following date/s:</b>	<b>IV's Signature</b>	<b>IV's Name</b>

This Unit has been subject to an admin check in keeping with the centre's IV strategy.

<b>Date of admin check</b>	<b>IV's Signature</b>	<b>IV's Name</b>

**Unit completion confirmed**

<b>IV's Name:</b>	
<b>IV's Signature:</b>	
<b>Date complete:</b>	