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## Timing in Endoscope Reprocessing

**1. How many endoscopes per month are reprocessed in your department?  
EDU- This figure can vary depending on scheduled lists.**

**2. Are electronic tracking or traceability systems used in your endoscopy reprocessing pathway? If yes, please provide the name or type of system used.**

**Endoscopy Dept's – Epic & Controlled Endoscopy Storage Cabinets (CESC)  
EDU- Traceability system 'Scopetrack' by Athena Healthcare**

**3. Does your endoscopy service record the time interval between completion of an endoscopic procedure and performance of bedside pre-cleaning?  
Endoscopy Dept's – No**

**4. Is the time interval recorded or monitored between completion of bedside pre-cleaning and commencement of manual cleaning?**

**If yes, how is this interval captured or monitored?**

**EDU- monitor completion of bedside clean which is documented manually on the bedside flush sticker and attached to the washer disinfectant tickertape which accompanies the contaminated scope. On receipt to EDU, time intervals are monitored to ensure reprocessing within recommended guidelines.**

**5. If yes, please indicate which stages are timestamped, and how (e.g. electronic tracking system, manual log, automated timestamp, or other method)?**

**Endo dept- Bedside preclean barcode scanned to Epic.**

**EDU- All stages of reprocessing endoscopes are timestamped via the electronic tracking system by scanning the endoscopes unique barcode. The timestamped stages include receipt, manual wash, automated washer disinfectant process, storage and dispatch process.**

**6. Is the time taken to perform manual cleaning of the endoscope recorded?**

**Endoscopy Dept's – No**

**EDU- Yes**

**7. If yes, please outline how this length of time is recorded (e.g. electronic tracking system, manual log, automated timestamp, or other method)?**

**EDU- electronic timestamp of unique scope identifier scanned at start and finish of manual clean via electronic traceability system.**

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**8. Are timestamps recorded for individual stages of the endoscope reprocessing pathway (e.g. pre-cleaning, transport, manual cleaning, automated reprocessing, drying, storage)?**

Endoscopy Dept's – Transport is recorded manually in a record book and documented on transport schedules. Preclean timestamped as per answer to question 4.

EDU- All endoscope reprocessing stages have full traceability from beginning of the decontamination to the end when the endoscope is dispatched back to user after quality checks. This includes timestamps for controlled environmental storage cabinets (CESC) and offsite sterilisation timestamp.

**9. Does your service monitor endoscope turnaround time (defined as the interval between procedure completion and readiness for next clinical use)?**

If yes, please outline how this is measured.

Endoscopy Dept's – No

EDU- No

**10. Where recorded data are available, please provide the typical, median, or average timeframe over the last 12 months for:**

- Procedure completion to bedside pre-clean

Endoscopy Dept- not feasible in time allocated to FOI responses.

- Pre-clean to manual cleaning –

EDU- The department adheres to NI HTM 01-06 guidance, all endoscopes to be fully reprocessed within 3hrs from patient use. Exception is Duodenoscope guidance is manufacturer's guidance of 1 hour.

Provision of data request is not feasible in time allocated to FOI response

- Duration of manual cleaning –

EDU – After review of data collated, on average 25 minutes per endoscope.

**11. How are critical time barriers monitored during endoscope reprocessing?**

EDU- EDU staff visually note timestamps at each stage of reprocessing.

EWD's produce ticket printouts which accompany scopes to end users.

Service users visually check the printouts to ensure all process have been completed within parameters and the endoscope has passed.

The tickertape is signed by the approving trained staff member.

CESC's have an IMS which records all stages in drying process.

Endoscopy staff check CESC and sure store tickets prior to using endoscopes on patients adhering to the validated storage times.

**12. Is there currently a staff member responsible for time management in endoscope reprocessing?**

Endoscopy Dept's – Yes, all sessions are supported by a decontamination support staff member.

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EDU- yes, the Senior Assistant Technical Officers (SATOs) is responsible for time management in the Endoscopy decontamination department.

## Staffing and Traceability Within Your Endoscopy Service

1. If your organisation holds recorded information on staffing levels involved in manual cleaning or decontamination tasks (for example, the number of staff assigned to sink cleaning), please provide this information.

If yes, please provide the recorded information held.

EDU- Information is recorded on daily team brief and scheduled weekly rota.

2. How many staff are currently designated for endoscopy reprocessing?

Endo dept- 0.16 WTE/Session

EDU- 25.48 WTE in full service.

3. Are electronic tracking or traceability systems used in endoscopy reprocessing?

If yes, please provide the name or type of system used where recorded.

Endoscopy Dept's – Epic

EDU- Traceability system 'Scopetrack' by Athena Healthcare.

4. Would you be interested in using time-lapse indicator labels in conjunction with your current track & Trace system to assist with departmental time management?

If yes, please provide contact details for samples to be sent.

N/A

## Delays within Endoscopy Reprocessing

1. Does your organisation hold recorded information about when delays occur within the reprocessing pathway (e.g. escalation procedures, incident reporting, or deviation documentation)?

If yes, please state which information is held.

Endo dept and EDU- Trust incident report is raised for investigation.

Scopes are quarantined during investigation to prevent further use.

2. How many endoscopes per month are not reprocessed within the 1 hour recommended guidelines?

EDU- NI HTM 01-06 guidance is for all endoscopes to be fully reprocessed within 3hrs from patient use.

Duodenoscope guidance is manufacturer's guidance of 1 hour etc.

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**No timespan or month requested – unable to fully answer**

**3. How many endoscopes have been returned for reprocessing due to delays in reprocessing?**

**EDU-Unable to answer as timeframe not specified to sample.**