

OSAP Checklist: Operatory Reprocessing

A. Policies/Procedures and Training of Dental Health Care Personnel (DHCP)

#	Item	Yes	No	N/A
1	Written policies and/or standard operating (SOPs) procedures are available for routine cleaning and disinfection of clinical contact and housekeeping surfaces			
2	A written cleaning schedule is available			
3	Items 1 and 2 are accessible and routinely followed			
4	DHCP receive job-specific training about infection prevention and control management of clinical contact and housekeeping services <ul style="list-style-type: none"> a. at the time of hire b. When procedures/policies change c. at least annually 			

B. Personal Protective Equipment - PPE

#	Item	Yes	No	N/A
1	The DHCP has been educated and trained in the proper use of PPE			
2	The appropriate PPE is available for the procedure being performed			
3	PPE is disposed of or cleaned properly			

C. Documentation

#	Item	Yes	No	N/A
1	Manufacturer's instructions for use (IFU) are available			
2	All product Safety Data Sheets (SDS) are available			
3	Items 1 and 2 are accessible at all times , via digital access or paper copy			
4	DHCP have been trained in how to read and use the above documents			

D. Cleaning Products / Disinfectants

#	Item	Yes	No	N/A
1	Appropriate cleaning solutions are available			
2	Appropriate disinfectants are available			
3	Stock routinely rotated - first in first out			

E. Surface Barriers

#	Item	Yes	No	N/A
1	The product is FDA cleared			
2	The surface was cleaned and disinfected prior to placing the barrier			
3	Exam or utility gloves are worn when removing a contaminated barrier			
4	If the surface was contaminated during barrier removal, it is disinfected prior to placing a new barrier			

Disclaimer: This checklist is an example and is not comprehensive nor definitive.