OSAP Checklist: Sterilization Monitoring and Storage

QA Monitoring Checklist

1. Routine maintenance for sterilization equipment is — a. performed according to manufacturer instructions	❑ Yes ❑ No ❑ N/A
b. documented by written maintenance records	❑ Yes ❑ No ❑ N/A
2. Policies and procedures are in place outlining response (e.g., recall of device, risk assessment) in the event of a reprocessing error / failure	❑ Yes ❑ No ❑ N/A
3. QA monitoring of automated cleaning equipment is performed daily.	❑ Yes ❑ No ❑ N/A
4. Mechanical/Physical parameters are reviewed and verified by operator for each sterilizer load and documented.	❑ Yes ❑ No ❑ N/A
5. Bowie-Dick testing of Pre-Vac type sterilizers is performed each day sterilizer is operated.	❑ Yes ❑ No ❑ N/A
6. Biological spore testing is performed on each sterilizer at least weekly and with any implant device.	❑ Yes ❑ No ❑ N/A
7. A chemical indicator is used inside each package. If the internal indicator is not visible from the outside, an exterior chemical indicator is also used on the package.	❑ Yes ❑ No ❑ N/A
8. Instrument packs are not used if mechanical (e.g., time, temperature, pressure) or chemical indicators indicate inadequate processing (e.g., color change for chemical indicators)	❑ Yes ❑ No ❑ N/A
9. Logs for each sterilizer cycle are current and include QA results from each load.	❑ Yes ❑ No ❑ N/A

Instrument Storage Checklist

1. Sterile packages are inspected for integrity and compromised packages are reprocessed before placing into storage for patient use.	❑ Yes ❑ No ❑ N/A
2. Policies and procedures are in place outlining requirements for safe storage of instruments to avoid compromising package integrity.	❑ Yes ❑ No ❑ N/A
3. After sterilization, dental devices and instruments are stored in a manor so that sterility is not compromised. (e.g. clean, dry, environmentally controlled space).	❑ Yes ❑ No ❑ N/A
a. Items are stored at least: 18 inches from ceiling, 8-10 inches from the floor, and 2 inches form an outside wall.	❑ Yes ❑ No ❑ N/A
b. Packaged items are not crushed, bent, torn, or punctured.	❑ Yes ❑ No ❑ N/A
c. Access to storage area is limited to authorized personnel	❑ Yes ❑ No ❑ N/A
d. Stock is rotated First in First Out	❑ Yes ❑ No ❑ N/A
e. External Chemical indicators are clearly visible	❑ Yes ❑ No ❑ N/A
f. Cassettes aligned on edge similar to books on a shelf (no stacking of cassettes)	❑ Yes ❑ No ❑ N/A
g. Temperature and humidity are within normal range IAW local policy	❑ Yes ❑ No ❑ N/A

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