

Sterile Processing Technician Program Detailed Objectives:**MEDICAL TERMINOLOGY, ANATOMY, AND PHYSIOLOGY FOUNDATIONS**

- Define the prefixes, suffixes, and word roots used in medical terminology
- Dissect a medical term to interpret its meaning
- Describe the main functions, basic anatomical structures, and major physiological processes of each body system
- Describe selected common diseases, disorders, and conditions of each body system

INTRODUCTION TO CENTRAL SERVICE

- Explain the role of sterile processing and the central processing department in a healthcare facility.
- Describe the functions and responsibilities of the sterile processing department.
- Follow the workflow process in the typical Central Service department.
- Define the job responsibilities of the sterile processing technician.
- Identify the regulatory agencies, standards, and guidelines for the processing of medical equipment, instruments, material, and devices.
- Discuss methods of quality assurance in sterile processing.
- Describe the rules, regulations, and standards related to central processing including related sources and governing agencies.

MICROBIOLOGY AND INFECTION PREVENTION

- Explain the role of sterile processing and the central processing department in a healthcare facility.
- Describe the functions and responsibilities of the sterile processing department.
- Follow the workflow process in the typical Central Service department.
- Define the job responsibilities of the sterile processing technician.
- Identify the regulatory agencies, standards, and guidelines for the processing of medical equipment, instruments, material, and devices.
- Discuss methods of quality assurance in sterile processing.
- Describe the rules, regulations, and standards related to central processing including related sources and governing agencies.

TRANSPORT, CLEANING, AND DECONTAMINATION

- Explain how soiled items are prepared at the point of use and transported to the Central Service department.
- Identify the sources of contaminated items.
- Explain the safety guidelines for transporting contaminated items.
- Define cleaning of medical devices.
- Explain how the decontamination area of the Central Service department is set up and prepared.
- Identify common cleaning tools explaining how they are used and their purposes.
- Identify the chemicals commonly used in the decontamination area.
- List the steps in the cleaning process.

- Explain the manual cleaning process.

DISINFECTION

- Define disinfection.
- Distinguish between disinfection and sterilization.
- Explain the Spaulding Classification System.
- Discuss types of disinfectants commonly used in healthcare facilities.
- Describe proper manual disinfection processes.
- Explain the automated equipment used for disinfection, including tips for operating this equipment properly.
- Discuss typical disinfection quality assurance procedures.

SURGICAL INSTRUMENTATION

- Discuss the role of the CS technician related to instruments and instrument kits.
- Explain the important factors associated with surgical instruments and devices.
- Explain the instrument manufacturing process.
- Explain how surgical instruments are classified.
- Identify the parts, care, handling, and processing tips related to specific surgical instruments.
- Explain the post-operative care of surgical instruments.
- Identify the solutions that damage surgical instruments.
- Discuss instrument sharpness testing.
- Explain methods for instrument identification used in the CS Department.
- Explain surgical instrument lubrication needs and techniques.
- Explain how to protect instruments from damage.
- Identify different types of powered surgical instruments and their uses and parts.
- Discuss the processing of powered surgical instruments.
- Explain common reasons that powered surgical instruments need repairing.
- Identify the types and purposes of rigid endoscopes, including how they are selected and processed.
- Explain laparoscopic instrument, including how they are processed.
- Explain robotic instruments, including how they are processed.
- Explain the cleaning, inspection, processing, storage, and transporting of flexible endoscopes, including common accessories.
- Discuss endoscope-related infections and prevention.
- Explain the care and handling of endoscopes.
- Discuss the procedures related to loaner instrumentation.

ASSEMBLY AND PACKAGING

- Identify the basic components of a computer system.
- Explain how to set up and function of the assembly area.
- Explain how to prepare pack contents for packaging.

- Explain the foundational concepts for the packaging process including objectives of packaging and materials used with each sterilization method.
- Discuss reusable packaging materials.
- Discuss disposable packaging materials.
- Identify methods for closing packages.
- Review methods for labeling packages
- Discuss specific concerns and tips for assembly and packaging.
- Define the concept of Immediate Use Steam Sterilization.
- Describe requirements for point-of-use processing.
- Explain the Immediate Use Steam Sterilization procedure.
- Explain how to perform point-of-use processing for heat-sensitive medical devices.

STERILIZATION

- Identify factors that impact the effectiveness of sterilization including the conditions necessary for an effective steam sterilization process.
- Explain when steam sterilization is performed listing its advantages and disadvantages.
- Explain how a steam sterilizer works including the major components of the machine.
- Identify the different types of steam sterilizers.
- Explain steam sterilization cycles.
- Explain the basic work practices for performing a steam sterilization in the CS Department.
- Identify sterilization process indicators including why they are needed for quality control.
- Identify purposes for low-temperature sterilization including when these methods should be used.
- Explain the specific requirements for low-temperature sterilization methods commonly used in healthcare facilities: ethylene oxide, hydrogen peroxide, and ozone.
- Explain the parameters of each low-temperature sterilization method.

STERILE STORAGE AND TRANSPORT

- Identify the important considerations related to sterile storage.
- Identify the types of sterile storage shelving.
- Explain procedures for moving sterile items into storage.
- Define event-related sterility.
- Explain basic sterile storage guidelines.
- Explain steps and considerations for cleaning sterile storage areas.
- Identify common sterile storage personnel.
- Explain how to transport sterile items, including important guidelines.

MONITORING AND RECORDING

- Explain the administrative tasks important in the CS Department related to monitoring and recordkeeping.
- Define quality assurance, typical components, and common procedures related to quality assurance in the CS Department.
- Explain the basic goals and components of common quality assurance programs.
- Define failure mode and effects analysis (FMEA) and root cause analysis (RCA).
- Explain the common procedures related to inventory management in the CS Department.
- Describe common inventory distribution replenishment systems that might be used in the CS Department.
- Explain how the CS Department supports the supplies and equipment needed for patient care and procedures in the facility.

CENTRAL SERVICES SUPPORT AND MANAGEMENT

- Central Services Department.
- Explain how tracking systems are used in the Central Service Department.
- Discuss the importance of safety and risk management in the Central Services Department.
- Identify the common workplace hazards in the CS Department including appropriate prevention and management strategies.
- Discuss common incident and accident reporting procedures used in the CS Department.
- Explain the importance of effective communication in the CS Department.
- Identify basic customer service skills required in the CS Department.
- Discuss ways for CP staff professional development and advancement of a CS career pathway.

Lesson 1 Checklist: Medical Terminology, Anatomy, and Physiology Foundations

Read

Sterile Processing Technical Manual, 9e

- Ch 2: Medical Terminology for Sterile Processing Technicians
- Ch 3: Anatomy for Sterile Processing Technicians

View Online Lesson Presentations

- Intro to Medical Terminology
- Anatomical Terminology
- Anatomy, Physiology, Common Diseases and Disorders

Discuss

- Discussion 1.1: Introductions

Review Handouts

- Medical Terminology, Anatomy, and Physiology
- Medical Specialties

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 2 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 3 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Lesson 2 Checklist: Introduction to Sterile Processing

Read

Sterile Processing Technical Manual, 9e

- Ch 1: Introduction to Sterile Processing
- Ch 6: Regulations and Standards

View Online Lesson Presentations

- Introduction to Sterile Processing

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 1 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

- Chapter 6 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Lesson 3 Checklist: Microbiology and Infection Prevention

Read

Sterile Processing Technical Manual, 9e

- Ch 4: Microbiology for Sterile Processing Technicians
- Ch 5: Infection Prevention

View Online Lesson Presentations

- Microbiology and Infection Prevention

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 4 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 5 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
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Assessment

- Quiz 1 (Chapters 1, 4, 5, 6)

Lesson 4 Checklist: Transport, Cleaning, and Decontamination

Read

Sterile Processing Technical Manual, 9e

- Ch 7: Decontamination: Point-of-Use Treatment and Transport
- Ch 8: Cleaning

View Online Lesson Presentations

- Transport, Cleaning, and Decontamination

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 7 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

- Chapter 8 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Lesson 5 Checklist: Disinfection

Read

Sterile Processing Technical Manual, 9e

- Ch 9: Disinfection

View Online Lesson Presentations

- Disinfection

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 9 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Lesson 6 Checklist: Surgical Instrumentation

Read

Sterile Processing Technical Manual, 9e

- Ch 10: Surgical Instrumentation
- Ch 11: Complex Surgical Instruments View

View Online Lesson Presentations

- Surgical Instrumentation

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 10 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 11 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Assessment

- Quiz 2 (Chapters 7-11)

Lesson 7 Checklist: Preparation and Packaging

Read

Sterile Processing Technical Manual, 9e

- Ch 12: Preparation and Packaging

View Online Lesson Presentations

- Assembly and Packaging

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 12 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Lesson 8 Checklist: Sterilization

Read

Sterile Processing Technical Manual, 9e

- Ch 13: Point-of-Use Disinfection and Sterilization
- Ch 14: High-Temperature Sterilization
- Ch 15: Low-Temperature Sterilization View

View Online Lesson Presentations

- Sterilization

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 13 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 15 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Lesson 9 Checklist: Sterile Storage and Transportation

Read

Sterile Processing Technical Manual, 9e

- Ch 16: Sterile Storage and Transport

View Online Lesson Presentations

- Sterile Storage and Transport

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 16 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Lesson 10 Checklist: Monitoring and Record Keeping

Read

Sterile Processing Technical Manual, 9e

- Ch 17: Monitoring and Recordkeeping for Sterile Processing
- Ch 18: Quality Production and Monitoring
- Ch 19: Supply Chain Management Within the Sterile Processing Department
- Ch 20: The Role For Sterile Processing in Ancillary Department Support

View Online Lesson Presentations

- Monitoring and Record Keeping

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 17 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 18 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 19 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 20 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Assessment

- Quiz 3 (Chapters 12-19)

Lesson 11 Checklist: Sterile Processing Support and Management

Read

Sterile Processing Technical Manual, 9e

- Ch 21: The Role of Information Technology in Sterile Processing
- Ch 22: Safety for Sterile Processing
- Ch 23: Success Through Effective Communication and Human Relations Skills
- Ch 24: Professionalism and Professional Development for Sterile Processing

View Online Lesson Presentations

- Sterile Processing Support and Management

Complete

Sterile Processing Technical Manual WORKBOOK, 9e

- Chapter 21 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 22 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 23 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*
- Chapter 24 Practice Exercises, Review Quiz, and Progress Test (if applicable) *(Please check all answers using second half of the workbook and review concepts as needed.)*

Retake Progress Tests as Needed for Review and Study

- Progress Test One (check answers)
- Progress Test Two (check answers)
- Progress Test Three (check answers)
- Progress Test Four (check answers)
- Progress Test Five (check answers)
- Progress Test Six (check answers)

Final Exam

Complete

Final Exam (Chapters 1-24)