



Nursing Service Guidelines Endoscopy Unit

<u>Title:</u>	REPROCESSING FLEXIBLE ENDOSCOPES: ENDOSCOPE STORAGE
<u>Responsibility:</u>	Endoscopy Staff (RN, LPN & Endo Techs)
<u>Purpose of Guidelines:</u>	The purpose is to provide standardization for storing reprocessed endoscopes.
<u>Supplies needed:</u>	Clean, well ventilated scope cabinet

Following endoscopic procedure, pre-cleaning, leak testing, manual cleaning, and reprocessing cycle in the Automated Endoscope Reprocessor, and 10 minutes of drying ,all scopes will be stored in the scope cabinets using the following procedure.

1. Detach all equipment from the endoscope.
2. Ensure that angulation locks are in the free position.
3. Confirm that all surfaces of the endoscope are completely dry, and channels have been dried for 10 minutes minimum. Apply appropriately sized tip protector.
4. Store the endoscope and applicable accessories in the scope cabinet located in the locked clean supply room.
5. Hang the endoscope so that the universal cord and insertion tube are hanging vertically, and the distal tip of the insertion tube is hanging freely.
6. Length of storage is 7 days. Scopes will be reprocessed before use if stored longer than 7 days.

Reviewed by:
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