(A) Policy Statement

To assure that every patient’s privacy is protected in the Operating Room (OR) during a procedure and to establish traffic patterns.

(B) Purpose of Policy

To establish specific guidelines for individuals to observe procedures in the OR and to facilitate controlled movement of employees, patients, and visitors throughout the OR.

(C) Background Information

1. The design of the OR is divided into three zones: the unrestricted area, the semi-restricted area and the restricted area. Each area is defined by the activities of the area.
2. In the unrestricted areas, street clothes are permitted and provides access to the rest of the facility; in the semi-restricted area, traffic is limited to support personnel and patients; in the restricted area, traffic is limited to inside personnel and is where the surgical procedures and instrument sterilization are performed.

(C) Procedure

1. All observers in the OR will:
   a. Wear identification. All observers without a UTMC identification badge must have authorization by the O.R. management team or designee prior to entering the room.
   b. Be accompanied by an OR staff member, anesthesia staff member or physician staff member at all times.
   c. Be admitted for a specific case or other specified purpose.
   d. Adhere to all OR policies and procedures.
   e. Suppliers will adhere to “Supplier Visitation to the OR” policy # 3364-100-53-02

2. Physician visitors will be admitted to the OR with prior notification of the Medical Director of the OR or designee, Administrator of Surgical Services, OR manager, or designee. Physician visitors will not be allowed patient contact without temporary privileges being obtained.

3. Non-Physician visitors will be admitted only with prior approval of the Attending Surgeon, Medical Director of the OR, the Administrator of Surgical Services, Nursing Manager or designee.

4. Parents/guardians of special needs children and interpreters of patients will be permitted in the OR only during induction of anesthesia. Parents of children undergoing video urodynamics will be allowed in the OR during the procedure. Other special needs may necessitate exceptions and can be approved by the Medical Director of the OR or the Administrator of Surgical Services.

5. The OR is identified by double doors, which are marked clearly as “Surgery”.

6. All employees, surgeons, or individuals entering the semi-restricted area of surgery must change in to
appropriate OR attire.

7. All personnel entering the restricted areas, OR suites, or areas where sterile procedures are performed must be in OR attire, hats and masks.

8. Individuals entering the semi-restricted areas, such as the instrument processing area, sterile storage areas, and corridors leading to the restricted areas, must be in OR attire and hats. Masks are not required.

9. Patients will be transported to the OR wearing a clean patient gown with a surgical hat covering their hair.

10. Double doors demarcate the outside, unrestricted areas from the semi-restricted areas.

11. All traffic within the OR suite is kept to a minimum; the number of individuals in the OR suites is kept to a minimum.

12. Doors to the OR suite are closed except when necessary for movement of personnel and equipment.

13. All outside shipping cartons or boxes are removed before delivery to the OR. Any equipment from outside departments should be cleaned with a hospital-approved disinfectant prior to transport in the operating suites.

14. All contaminated trash, linen, or soiled items are contained in appropriate containers or covered with plastic sheets.

15. Clean Supplies and instruments will enter the surgical suite through the sterile core whenever possible. Contaminated supplies will be contained within the case cart and exit the surgical suite using the door to the hallway at the end of the procedure. Contaminated supplies should not be transported through the sterile core.

16. All members of the Operating Room will be oriented to the traffic patterns and controls of the department. Each Individual is responsible for maintaining proper OR attire and traffic control.

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Approved by:

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Review/Revision Date:
1982 7/2005
1984 12/1/2010
1985 9/1.2013
1987 1/1/2017
1988 7/1/2017
1989 9/1990
6/1996
4/1999
7/2002

Next Review Date: 7/2020

Policies Superseded by This Policy: 4-06