

PROCEDURE

Corewell Health East - Labconco Purifier HEPA Filtered Enclosure Maintenance - Taylor

This Procedure is Applicable to the following Corewell Health sites:
Corewell Health Taylor Hospital

Applicability Limited to:	N/A
Reference #:	33433
Version #:	2
Effective Date:	09/18/2025
Functional Area:	Clinical Operations, Laboratory
Lab Department Area:	Lab - Microbiology

1. Principle

To maintain proper working order of the Labconco™ Purified High Efficiency Particulate Air (HEPA) Filtered Enclosure (Hood), proper maintenance procedures must be performed and documented. This procedure describes the steps to perform scheduled maintenance by the staff.

This laboratory operates at Biosafety Level 2 and the Labconco™ Purified High Efficiency Particulate Air (HEPA) Filtered Enclosure is used for preparing samples for SARS (CoV-2), Influenza A and B, Respiratory Syncytial Virus and Clostridium difficile testing. A risk assessment is performed annually by the Medical Director.

2. Responsibility

Personnel who have completed the competency requirements will perform these tasks.

3. Reagent/Equipment Needed

- A. Labconco™ Purified High Efficiency Particulate Air (HEPA) Filtered Enclosure
- B. Disinfectant/10% Bleach
- C. Fluorescent lamps-replaced when necessary
- D. Lint free cleaning cloth

4. Procedure

- A. Daily
 - 1. Clean counter with 10% bleach at least one time per shift.
- B. Weekly
 - 1. Wipe down the interior surface of the enclosure with disinfectant and allow it to dry.
 - 2. Wipe down the exterior surfaces with a damp cloth, particularly the front and top to remove accumulated dust.
 - 3. Check the air flow velocity.
 - a. With the exhaust fan running, hold a lint free tissue at the front opening.
 - b. The lint free tissue should be pulled into the cabinet.
- C. Monthly
 - 1. Check the rear baffle for obstruction. Remove obstructions if necessary.

Entities will reference associated Documentation contained within this document as applicable
Printouts of this document may be out of date and should be considered uncontrolled.

- D. Yearly
 - 1. Have enclosure validated by a qualified technician. (Inflow Face Velocity Test and HEPA Filter Leak Test.)
- E. As Needed
 - 1. Replace fluorescent lamps-to be performed by Clinical Engineering.

5. Revisions

Corewell Health reserves the right to alter, amend, modify or eliminate this document at any time without prior written notice.

6. References

- A. User's Manual for Labconco™ HEPA Filtered Enclosures. Labconco™ Corporation 8811 Prospect Avenue Kansas City, MO 64132 2012

7. Procedure Development and Approval

Document Owner:

Laura Judd (Operations Specialist)

Writer(s):

Tanya Williams (Medical Technologist Lead)

Reviewer(s):

Sarah Berlin (Medical Technologist)

Approver:

Amy Knaus (Dir, Pathology Service Line), Benjamin Von Bredow (Technical Director Microbiology), Christopher Ferguson (Dir, Laboratory Services), Joshua Shirley (Technical Director Microbiology), Lauren Hingst (Mgr, Division Laboratory), Muhammad Arshad (Chief, Pathology), Sarah Britton (VP, Laboratory Svcs), Stephanie Mullins (Supv, Laboratory)

8. Keywords

Not Set