

PROGRAM Standard Operating Procedure – Laboratory Services	
Title: MIC73100 – BIOFIRE TORCH Maintenance	Policy Number:
Program Name: Laboratory Services	
Applicable Domain: Lab, DI and Pharmacy Services	
Additional Domain(s): NA	
Effective Date:	Next Review Date:
Issuing Authority: Director, Laboratory and Diagnostic Imaging Services	Date Approved:
Accreditation Canada Applicable Standard: NA	

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GUIDING PRINCIPLE:

Decontamination and cleaning procedures are intended to limit spread of contaminants. Decontamination is necessary to prevent false-positive results in testing runs.

PURPOSE/RATIONALE:

This standard operating procedure describes the daily, monthly, and as-required maintenance requirements for the BIOFIRE TORCH.

SCOPE/APPLICABILITY:

This standard operating procedure applies to Medical Laboratory Technologists (MLTs) processing specimens using the BIOFIRE TORCH.

REAGENTS and/or MEDIA:

- 10% sodium hypochlorite
- Clorox bleach wipes
- Accel TB wipes

SUPPLIES:

- Paper towels
- Gauze squares
- Fan filters
- USB drive

EQUIPMENT:

- BIOFIRE TORCH

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SPECIAL SAFETY PRECAUTIONS:

Containment Level 2 facilities, equipment, and operational practices for work involving infectious or potentially infectious materials or cultures:

- Ensure that appropriate hand hygiene practices be used
- Lab gown must be worn when performing activities with potential pathogens
- Gloves must be worn when direct skin contact with infected materials is unavoidable
- Eye protection must be used when there is a known or potential risk of exposure of splashes
- All procedures that may produce aerosols or involve high concentrations or large volumes should be conducted in a biological safety cabinet (BSC)
- The use of needles, syringes and other sharp objects should be strictly limited

All patient specimens are assumed to be potentially infectious. Routine Practices must be followed. Since viable micro-organisms are used, all cultures must be handled with appropriate precautions. All equipment in contact with cultures should be decontaminated by appropriate methods.

QUALITY CONTROL:

- Record all actions and results of maintenance checks on MIC73110-Maintenance Record-BIOFIRE TORCH

PROCEDURE INSTRUCTIONS:

Step	Action
Daily BIOFIRE TORCH Maintenance	
1	<p>Disinfect work area:</p> <ul style="list-style-type: none"> • Thoroughly wipe bench top with Accel TB wipes <p>NOTE: Do NOT wipe the outer surfaces of the instrument with Accel TB wipes. Accel TB should not come into contact with the instrument</p>
2	<p>Check printer paper:</p> <ul style="list-style-type: none"> • Add paper to the printer if required

Step	Action
Monthly BIOFIRE TORCH Maintenance	
1	<p>Disinfect BIOFIRE TORCH surfaces:</p> <ul style="list-style-type: none"> • Dampen gauze square with a 10% sodium hypochlorite solution (or use a Chlorox wipe) and gently wipe down the instruments external surfaces (instrument top and sides) <p>NOTE: Do NOT use Accel TB to clean the BIOFIRE TORCH</p> <ul style="list-style-type: none"> • Dampen a paper towel with tap water and wipe the surfaces • Repeat a second time with new paper towel dampened with tap water
2	<p>Disinfect BIOFIRE TORCH display screen:</p> <ul style="list-style-type: none"> • Put Screen in Cleaning Mode before wiping the screen: <ul style="list-style-type: none"> ➢ On the toolbar, select Settings then select Switch to Cleaning Mode

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	<ul style="list-style-type: none">• Screen will display a timer for 30 seconds• Dampen gauze square with a 10% sodium hypochlorite solution (or use a Chlorox wipe) and gently wipe the surface of the screen• Dampen gauze square with tap water and wipe the screen• Repeat a second time with new gauze square dampened with tap water• If the timer runs out, select Switch to Cleaning Mode again to continue
3	<p>Disinfect BIOFIRE TORCH Module Covers:</p> <ul style="list-style-type: none">• Dampen gauze square with a 10% sodium hypochlorite solution (or use a Chlorox wipe) and gently wipe down the surface of all the module covers <p>NOTE: Do not wipe into the module loading area, only wipe the surface</p> <ul style="list-style-type: none">• Dampen a paper towel with tap water and wipe the surfaces• Repeat a second time with new paper towel dampened with tap water
4	<p>Change and clean fan filters:</p> <ul style="list-style-type: none">• Gently remove the module covers and remove the fan filters (2 on each module cover)• Replace with the clean, backup filters• Wash the dirty filters in running tap water to remove dust buildup and allow to dry• Return the clean, dry fan filters to the plastic bags and store in the filter basket stored on the wire shelf in the TB room
5	<p>Archive tests:</p> <ul style="list-style-type: none">• Insert the correct removable drive into the USB port on the front of the System Base• Select the Settings menu from the tool bar• Select Archive. The Archive Log will display the current status of archives and a log of all previous archiving tasks• Select Archive Runs to display a calendar• Select the previous day from the calendar• Select Next to choose the location and file name for the archive runs <p>NOTE: By default, runs are saved to a file with the extension .faz. File names default to a name containing the date parameter and the name of the System Base being used</p> <ul style="list-style-type: none">• Select Save• Select Yes to launch the archiving process. The date and time of the start will be recorded in the Archive Log• The Status at the top of the screen will display “_ of _ runs archived”• The Status will change to “Removing archived runs”• When the Status changes to “Idle” archiving is complete• Remove the removable drive on which the .faz file was saved and return to the top drawer on TB bench

Step	Action
As-Required BIOFIRE TORCH Maintenance	
1	<p>Switching to Admin Mode:</p> <ul style="list-style-type: none"> • Select the Settings menu from the tool bar • Select Switch to Admin Mode • The Windows username is LabAdmin and password is Lab_Admin • Admin Mode tasks are specific to the Windows application and include installing printers, updating software, and applying security patches <p>NOTE: Do not perform administrative tasks on the System Base while a run is in progress on any module</p>
2	<p>Decontamination related to pouch leakage:</p> <ul style="list-style-type: none"> • Put on clean PPE, such as gown and gloves • Ensure no one uses the BIOFIRE module or potentially contaminated areas until the decontamination is complete • Decontaminate the BIOFIRE module and work area: <ul style="list-style-type: none"> ➤ Dispose of leaking pouch in a biohazard container ➤ Dispose of potentially contaminated gloves and put on clean gloves ➤ Dispose of the potentially contaminated lab gown ➤ Dampen gauze square with a 10% sodium hypochlorite solution (or use a Chlorox wipe) and gently wipe down the instruments external surfaces (instrument top and sides) ➤ Disinfect the display screen as above ➤ Let stand for at least 3 minutes to allow the bleach solution to react with any contaminants ➤ Discard paper towel in biohazard waste ➤ Change gloves <p>NOTE: When cleaning the touch screen, put the instrument into Cleaning Mode</p> <p>CAUTION: The interior of the pouch slot and module(s) should not be cleaned. Do not spray or insert any cleaning materials into the module</p> <ul style="list-style-type: none"> ➤ Dampen a paper towel with tap water and wipe the surfaces ➤ Repeat a second time with new paper towel dampened with tap water ➤ Remove module front covers. Perform the above disinfection cleaning procedure on the backside of the covers (side that sits against the instrument) including the pouch slots
3	<p>Check Function of Decontaminated BIOFIRE Module:</p> <ul style="list-style-type: none"> • Test a negative sample by preparing a pouch using water as the sample • If the run is successful and all results are negative, continue using the module as normal • If unexpected positive results are obtained, contact bioMérieux

CROSS-REFERENCES:

- MIC73110-Maintenance Record-BIOFIRE TORCH

REFERENCES:

1. BioFire FilmArray Torch Operator’s Manual, HTFA-PRT-0001-05, March 2020

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APPROVAL:

Date

Director, Laboratory and Diagnostic Imaging Services

REVISION HISTORY:

REVISION	DATE	Description of Change	REQUESTED BY
1.0	10 Aug 20	Initial Release	L. Steven
2.0	28 Apr 21	Changed maintenance to change wiping of instruments to monthly from daily	L. Steven
3.0	17 Oct 22	Procedure reviewed	L. Steven
4.0	01 Oct 24	Procedure reviewed	L. Steven