

**PROVUE MONTHLY CLEANING & MAINTENANCE**

- St. Joseph Medical Center Tacoma, WA   
  St. Clare Hospital Lakewood, WA   
  St. Elizabeth Hospital Enumclaw, WA  
 St. Francis Hospital Federal Way, WA   
  St. Anthony Hospital Gig Harbor, WA   
  PSC

**PURPOSE**

To provide instructions for performing monthly cleaning and maintenance on the ProVue.

**BACKGROUND**

Monthly cleaning and maintenance consist of disinfecting the ProVue. Caution: Never lift and move a fully installed ProVue to another location. Contact OCD CTS to do this.

**RELATED DOCUMENTS**

- J-W-TS-0601            ProVue Weekly Cleaning and Maintenance  
 J-W-TS-0603            ProVue Daily Maintenance  
 J-F-TS-1041            ProVue Maintenance Checklist

**MATERIALS REQUIRED FOR MONTHLY MAINTENANCE AND CLEANING**

- Cotton swabs
- 8,25% sodium hypochlorite solution -212 mL total volume
- 3288 mL distilled water
- 100 mL of a 70% solution of isopropyl alcohol
- Mild detergent –liquid dish detergent

**PREPARATION OF 3500 ML OF 0.5% SODIUM HYPOCHLORIDE**

% Sodium Hypochlorite	mL Sodium Hypochlorite	mL Distilled Water	Final Concentration
8.25%	212	3288	0.5%
Place contents into a 3500 mL sample container.			

**PREPARATION OF 100 ML OF 70% ISOPROPYL ALCOHOL**

% Isopropyl Alcohol	mL Isopropyl Alcohol	mL Distilled Water	Final Concentration
99.5%	70	30	70%
Measure Volumes using a graduated cylinder, place contents into a sample container.			

**CLEANING & MAINTENANCE STEPS**

## Clean the Dilution Cup

1. Ensure the ProVue is on Standby Mode. Open the upper door.
2. Using a cotton swab dipped in 0.5% sodium hypochlorite solution, clean the interior and exterior of the dilution cup to remove any buildup.
3. With a new cotton swab dipped in distilled water, clean the interior and exterior of the dilution cup to remove any buildup.

## Disinfect the ProVue

1. With the ProVue in Standby mode, open the upper and lower doors and remove the wash solution and waste bottles.
2. Disinfect the wash solution and waste bottles
  - Empty the bottles of fluid
  - Fill each wash solution bottle with 1500 mL of prepared Sodium Hypochlorite solution.
  - Fill the waste bottle with 500 mL of prepared Sodium Hypochlorite solution
  - Replace the bottles in the instrument and close doors
3. Prime the ProVue once with the prepared Sodium Hypochlorite solution.
  - At the computer, right click on the ProVue main window to display the pop –up menu.
  - Click Priming
4. The instrument is primed with the prepared Sodium Hypochlorite solution. The message “Priming” displays.
5. When the ProVue main window redisplay, the prime is complete. Prime once only.
6. Rinse the ProVue with distilled water:
  - Open the upper and lower doors
  - Remove all bottles and drain the prepared Sodium Hypochlorite solution and waste fluid.
  - Rinse the bottles with distilled water and drain
  - Fill each wash solution bottle with 1500 mL of distilled water.
  - Fill the waste bottle with 500 mL of distilled water.
  - Replace all bottles in the instrument and close all doors.
  - Right click on the ProVue main window to display the pop-up menu and click “Rinse”.
  - Warning will appear: “This procedure can’t detect the proper racors connection (*i.e., the push-in connector to the fluid bottle*). Have you checked it? Yes or No?” Click on “Yes” as long as the connections to the fluid containers are connected.
  - The Rinse cycle will take 40 minutes
7. When the message “Rinse Step 2: Change bottles Sol. A and Sol B with washing solutions” appears, replenish the wash solution bottles and empty the waste bottle:
  - Open the upper and lower doors
  - Remove all bottles and drain the distilled water and waste fluid.
  - Rinse the bottles with distilled water again.
  - Fill the wash solution bottles with appropriate wash solution
  - Replace all bottles in the instrument
  - Click the green arrow to continue


8. When the rinse is complete, power OFF the ProVue and disconnect it from the main power supply.
9. Clean the exterior surfaces of the instrument using a cloth dampened with mild detergent.
10. Disinfect the exterior surfaces of the instrument using a cloth dampened with prepared 70% alcohol solution.
11. Use care when cleaning the front glass. Abrasive products will scratch the glass and should not be used.
12. Dust all areas around the ProVue to include the table, computer tower, and printer.
13. Reconnect the ProVue to the main power supply and power ON the instrument.
14. The final wash will occur automatically.
15. Document completion of monthly maintenance on the ProVue Maintenance Checklist.

## REFERENCES

Ortho ProVue User's Guide, Version 4.0, March 2009

Ortho ProVue Updated Disinfection Procedure, Pub. No. J39737\_EN, Issued 10/28/09

[http://www.physiologyweb.com/calculators/dilution\\_calculator\\_molarity\\_percent.html](http://www.physiologyweb.com/calculators/dilution_calculator_molarity_percent.html)

<b>DOCUMENT APPROVAL Purpose of Document / Reason for Change:</b>			
<ol style="list-style-type: none"> <li>1. Placed work instruction into new document control format</li> <li>2. Revised calculations for 0.5% sodium hypochlorite based on new supplier concentration of 8.25%</li> </ol>			
<input type="checkbox"/> <i>No significant change to process in above revision. Per CAP, this revision does not require further Medical Director approval.</i>			
<b>Committee Approval Date</b>	<input type="checkbox"/> Date: <input checked="" type="checkbox"/> N/A – revision of department-specific document which is used at only one facility	<b>Medical Director Approval</b> <i>(Electronic Signature)</i>	 2/21/14