

Logbook for Small Steam Sterilizer With Type B or S Cycles

Hospital / Location _____

Department _____

Reference Number _____

Serial Number _____

Start Date for Logbook _____

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NHSScotland-Small Steam Sterilizer Type B or S Cycles Form BSLOG

Autoclave Details -This logbook covers 1 year beginning		
Hospital/Location		
Department	Ref.No	Ser.No

Contents				
Included in this folder are the following forms :-				
Name of form	Code			Purpose
Plant Test History Record	PTHR1			A record of all routine testing for a year
Plant History Record	PHR1			A record of faults/maintenance
Production Log Sheet	BS0			A record of all production cycles
Daily Test Sheet	BS1			Daily/Weekly test sheet covering a week's tests
Weekly Test Sheet	BS2			CP (D) Weekly test sheet
Quarterly Test Sheet	BS3			CP (D) quarterly test sheet
Yearly Test Sheet	BS4			CP (D) early test sheet

Personnel	(name/organisation)	Tel.No
Management		
User		
Operator(s)		
Control of Infection Officer		
Competent Person (Pressure Systems)		
Authorising Engineer (Decontamination)		
Competent Person (Decontamination)		
Microbiologist (Decontamination)		
Note that the personnel named in the last 7 categories should have appropriate qualifications/ training/ registration		

Pressure Systems Safety Regulations 2000 and Pressure Equipment Regulations 1999		
This section to be filled in by the Competent person (pressure systems)		
Written scheme of inspection exists/is suitable		
Inspection carried out on	Date	Inspected by
Result of examination/comments		

REVIEW BY AUTHORISING ENGINEER (Decontamination)		
Date	Comments on review	Signature

NHSScotland-Daily/Weekly Test Sheet - Small Steam Sterilizer Type B or S Cycles Form BS1

Tests to be carried out in accordance with SHTM2010 / MDA Device Bulletins DB 9804 and DB2002 (06).

Hospital/Location	Week beginning	Week No.
Department	Ref.No	Ser.No

Automatic Control Test						Steam Penetration Test (Bowie & Dick test)				Vacuum Leak Rate Test (empty Chamber)	
		During Sterilizing hold Period			Sterilizing hold time						
	Cycle number	Temp °C Indicated	Temp °C Printout	Pressure Bar/KPa	Min:sec	Results Pass/Fail	Pack type	Indicator type	Indicator sheet results Pass/fail	Leak Rate <1.3mbar/min	Certified fit for use by User
Monday		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	
Tuesday		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	
Wednesday		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	
Thursday		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	
Friday		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	
Saturday		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	
Sunday		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	
Retests											
day		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	
day		°C	°C		:	Pass/Fail			Pass/Fail	Yes/No	

Weekly Safety Checks (Tick if satisfactory)					Weekly Automatic Air Leakage And Detector System Function Test			
Cycle number	Door seal	Door close interlock	Satisfactory Unsatisfactory	Tested by	Cycle number	Automatic air leakage test result Pass/Fail	Automatic air detector test result Pass/Fail	Certified fit for use by User

Reservoir Water Changes (where applicable). See SHTM 2031- Drain, rinse and refill with Sterilized Water for Irrigation. Record cycle number and initials.							
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Cycle number/initials							

Faults-New Or Existing-Also Enter In Plant History Record

NHSScotland- Weekly Test Sheet-Small Steam Sterilizer Type B or S Cycles Form BS2

Tests to be carried out in accordance with SHTM2010/ MDA Device Bulletin DB 9804 and DB2002 (06)

Hospital/Location	Date	Week
Department	Ref.No	Ser.No

Safety Checks	Tick if Satisfactory	Door Pressure Interlock []
Door Seal []	Water Conductivity <35µS/cm []	Door Closed Interlock []

Vacuum Leak Rate Test-Empty Chamber		Cycle number
Pressure when pump stopped after	min sec	millibar
Pressure after 5 minutes	P1	millibar
Pressure after further 10 minutes	P2	millibar
Leak rate per minute (P2-P1)/10		millibar
Leak rate <1.3 millibar/min	Yes/No	Pass/Fail

Automatic Control/Bowie Dick Test				Pack/Indicator Type				
Cycle selected								
Start cycle t1=0	Cycle number		Evacuation to		mbar in	min	seconds	
Pulse number	1	2	3	4				
Time at peak	:	:	:	:				
Max ind. temp °C								
Max press. bar								
Min press. bar								
				Drain/vent temperature		Chamber pressure		
Final evacuation at (t2)	min	sec	Indicated	Recorded	Indicated	Recorded		
Sterilizing temp at (t3)	min	sec	°C	°C	bar	bar		
Instrument readings (t3+1)	min	sec	°C	°C	bar	bar		
Instrument readings (t3+2)	min	sec	°C	°C	bar	bar		
Instrument readings (t3+3)	min	sec	°C	°C	bar	bar		
Drying stage starts at (t4)	min	sec	Minimum pressure					mbar
Air replacement starts (t6)	min	sec	Indicator sheet result					Pass / Fail
Process complete at (t7)	min	sec						
Final evacuation to sterilizing (t3-t2)				Air removal time (t2-t1)		min	sec	
Time at sterilizing (t4-t3)				Sterilizing stage time(t4-t2)		min	sec	
Air replacement time (t7-t6)				Drying stage time (t6-t4)		min	sec	
				Total cycle time (t7-t1)		min	sec	

Air Detection System Function Test		Pack Type
Leak rate setting to reject cycle	millibar/min (from Yearly test results)	
Cycle number	Air detector setting	Air detector reached
Result of test	Reject/Accept	Satisfactory / Unsatisfactory

Faults-New Or Existing-Also Enter In Plant History Record

Test Result Satisfactory/Unsatisfactory	Sterilizer Is Fit/Unfit For Use		
Competent Person(Decontamination)	Date	User	Date

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NHSScotland- Quarterly Test Sheet -Small Steam Sterilizer Type B or S Cycles Form BS3

To be filled in along with Quarterly Test Sheet BS2 to complete a Quarterly Test.

Tests to be carried out in accordance with SHTM2010/MDA Device Bulletin DB 9804 and DB2002(06).

Hospital/Location	Date	Week
Department	Ref.No	Ser.No

Manual Vacuum Leak Rate Test-Empty Chamber			Cycle number
Test carried out after connection of temperature and pressure sensors			
	Indicated	Measured	
Pressure when pump stopped after sec	min		millibar
Pressure after 5 minutes P1			millibar
Pressure after further 10 minutes P2			millibar
Leak rate per minute (P2-P1)/10			millibar
Leak rate <1.3 millibar/min	Yes/No	Yes/No	Pass/Fail

Verification Of Calibration Of Sterilizer Instruments/Small Load Test							
Verification of calibration of test instrument before tests carried out					Satisfactory/Unsatisfactory		
Reservoir / chamber water conductivity $\mu\text{S/cm}$					Satisfactory/Unsatisfactory		
Readings to be taken during the sterilizing hold period					Cycle number		
	Indicated values		Recorded values		Measured values		
Time	Chamber pressure	Drain/vent Temp.	Chamber Pressure	Drain/vent Temp.	Chamber Pressure	Drain/vent Temp	Load Temp
Start	bar	$^{\circ}\text{C}$	bar	$^{\circ}\text{C}$	bar	$^{\circ}\text{C}$	$^{\circ}\text{C}$
+1 minute	bar	$^{\circ}\text{C}$	bar	$^{\circ}\text{C}$	bar	$^{\circ}\text{C}$	$^{\circ}\text{C}$
+2 minutes	bar	$^{\circ}\text{C}$	bar	$^{\circ}\text{C}$	bar	$^{\circ}\text{C}$	$^{\circ}\text{C}$
+3 minutes	bar	$^{\circ}\text{C}$	bar	$^{\circ}\text{C}$	bar	$^{\circ}\text{C}$	$^{\circ}\text{C}$
Maximum temp.above pack $^{\circ}\text{C}$				Max.temp. above pack after 1 minute $^{\circ}\text{C}$			
Calibration of instruments within limits YES/NO				If not, then note inaccuracies below, and action.			
Outstanding inaccuracies							
If any calibration has been changed during this quarterly test, note below with initial error							
Equilibration time less than 15 seconds Yes/No				Sheets/Towels sensibly dry after cycle Yes/No			
Drying stage more than 3 minutes Yes/No							
Verification of calibration of test instrument after tests carried out					Satisfactory/Unsatisfactory		
Result of test Satisfactory/Unsatisfactory							

Vacuum Leak Rate Test-Empty Chamber			Cycle number
Test carried out after removal of temperature and pressure sensors			
Pressure when pump stopped after sec	min		millibar
Pressure after 5 minutes P1			millibar
Pressure after further 10 minutes P2			millibar
Leak rate per minute (P2-P1)/10			millibar
Leak rate <1.3 millibar/min	Yes/No		Pass/Fail

Test Result Satisfactory/Unsatisfactory		Sterilizer Is Fit/Unfit For Use	
Competent Person(Decontamination)	Date	User	Date

NHSScotland-Yearly Test Sheet- Small Steam Sterilizer Type B or S Cycles-Form BS4

To be filled in along with Weekly and Quarterly Test Sheets BS2 & BS3 to complete a Yearly Test. Tests to be carried out in accordance with SHTM2010 / MDA Device Bulletin DB 9804 and 2002(06)

Hospital / Location	Date	Week
Department	Ref.No	Ser.No

Yearly Safety Checks	Tick if Satisfactory	Additional to weekly checks.
Drop below 134/121 °C during sterilizing should cause cycle fail	[]	Water pressure/level low []
Chamber safety valve free Yes/No	Vacuum fail []	Power failure []
Overheat cut-out test cycle no.	Time to cut - out operation :	Max. wall temperature °C

Chamber Wall Temperature Test	Cycle numbers	MDA DB 9804 A.4.
Max. wall temperature at start of 2 nd cycle °C	Comments	

Air Detection System Performance Test Small Load		Pack Type
Leak rate setting up to max of 10 millibar/min to give 2°C depression		millibar/min
Cycle number	Air detector disabled.	Air detector reached
Cycle number	Air detector enabled/set at	Air detector reached
Result of cycle Reject/Accept	Result of test Satisfactory/Unsatisfactory	

Air Detection System Performance Test Full Load		Pack Type
Leak rate setting to give less than 2°C depression and reject cycle		millibar/min
Cycle number	Air detector disabled.	Air detector reached
Cycle number	Air detector enabled/set at	Air detector reached
Result of cycle Reject/Accept	Result of test Satisfactory/Unsatisfactory	

Thermometric Small Load Test	Cycle number	SHTM2010 Pt.3 Para 13.14 met Yes/No
Load description	Comments/dryness	

Thermometric Full Load Test	Cycle number	SHTM2010 Pt.3 Para 13.24 met Yes/No
Load description	Comments/dryness	

Solid Load Test	Cycle number	MDA DB 9804 A.5.3 and 6.2
Load of M12 x 100 hexagon head screws weight kg	Comments/dryness	

Microbiological Test	Cycle number	MDA DB 9804 A.7
Spore Test Results	Pass/Fail	

Performance Requalification Tests As Required By User		
Load Details		
Thermocouple locations		
Cycle number	Sterilizing conditions met Yes/No	
Dryness of load Satisfactory/Unsatisfactory	Comments	

Faults - New Or Existing - Also Enter In Plant History Record

Comments

Test Result Satisfactory/Unsatisfactory	Sterilizer Is Fit/Unfit For Use		
Competent Person (Decontamination)	Date	User	Date

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NHSScotland - Plant History Record Sheet-Form (PHR1)

Type of equipment		
Hospital/Location	Start date for this sheet	
Department	Ref No.	Ser No.

FAULTS RECORD					MAINTENANCE RECORD			
Fault number	Date	Cycle number	Details of fault	Noted and reported by	Date	Fault number	Maintenance Record-include PPM as well as fault finding details.	Carried out by

NHSScotland - Plant Test History Record Sheet-Form (PTHR1)

Type of equipment		
Hospital/Location	Start date for this sheet	
Department	Ref No.	Ser No.

WEEKLY TEST RECORD											
Week number	Date of weekly test	Tester initials	Week number	Date of weekly test	Tester initials	Week number	Date of weekly test	Tester initials	Week number	Date of weekly test	Tester initials
1			14			27			40		
2			15			28			41		
3			16			29			42		
4			17			30			43		
5			18			31			44		
6			19			32			45		
7			20			33			46		
8			21			34			47		
9			22			35			48		
10			23			36			49		
11			24			37			50		
12			25			38			51		
13			26			39			52		

QUARTERLY TEST RECORD											
Week number	Quarterly test date	Tester initials	Week number	Quarterly test date	Tester initials	Week number	Quarterly test date	Tester initials	Week number	Quarterly test date	Tester initials

YEARLY TEST RECORD											
Week number.	Yearly test date	Tester initials	Week number	Yearly test date	Tester initials	Week number	Yearly test date	Tester initials	Week number	Yearly test date	Tester initials