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ScopeTech™ DF Competency Checklist

Procedures for Operating ScopeTech DF

1. Enter Technician ID

1.1 Enter technician ID using barcode scanner:

Scan technician barcode, then press ENTER to confirm

1.2 Or Enter technician ID without a barcode scanner:

Select technician ID using the UP/DOWN button, then press ENTER to confirm

Approved: _____

2. Enter Scope ID

2.1 Enter scope ID using barcode scanner:

Scan scope barcode, then press ENTER to confirm

2.2 Or Enter scope ID without a barcode scanner:

Select scope ID using the UP/DOWN button, then press ENTER to confirm

Approved: _____

3. Fill Sink with Fresh Water for Immersion Leak Test

- 3.1 Fill sink with fresh water and check water temperature

Approved: _____

4. Pressurize Scope for Immersion Leak Test

- 4.1 Connect inflation adaptor to scope

WARNING Possible Equipment Damage: Always ensure the leak test fitting and tubing are free from moisture before connecting to the scope. Follow department protocols for drying the leak test connector and connector line.

- 4.2 Press START to pressurize scope on the counter

CAUTION: Watch the scope for expansion of rubber covering. Manipulate the control knobs in all directions. If a scope can't inflate, follow the manufacturer's instructions for further processing. Endoscope must be repaired.

Approved: _____

5. Immersion Leak Test

- 5.1 Immerse the pressurized scope under water

- 5.2 Observe for a steady stream of bubbles

CAUTION: Angulate the distal tip and watch the scope for a steady stream of bubbles. If a leak is detected, follow manufacturer's instructions for further processing. Endoscope must be repaired.

- 5.3 If no leak was detected at the end of the Immersion Leak Test, press the START button to stop the inflation

- 5.4 Press the ENTER button to depressurize the scope

- 5.5 Remove the scope from water, then disconnect leak test adaptor from scope.

CAUTION: Ensure scope is out of water before ending leak test and removing connector.

WARNING Possible Equipment Damage: Always ensure the leak test fitting and tubing are free from moisture after disconnecting from the scope. Follow department protocols for drying the leak test connector and connector line.

Approved: _____

6. Adding Enzyme Detergent to Water

- 6.1 Press the START button to add enzyme detergent to water

Approved: _____

7. Manual Cleaning

- 7.1 Immerse scope in cleaning solution
- 7.2 Clean external surfaces of scope
- 7.3 Brush distal tip, brush internal channels, and if applicable, brush elevator channel and auxiliary channel
- 7.4 Press SCROLL to update the manual clean field to YES

Approved: _____

8. Flush Scope with Enzymatic Detergent Solution

- 8.1 Connect flushing tubes and channel blockers to scope
- 8.2 Immerse scope and flush suction tube in cleaning solution
- 8.3 Use the SCROLL button to select single or dual flush
- 8.4 Press START to begin flushing scope with cleaning solution
- 8.5 Allow timer to count down to zero
- 8.6 Drain cleaning solution

Approved: _____

9. Rinsing Scope with Fresh Water

- 9.1 Fill sink with fresh water
- 9.2 Immerse scope and flush suction tube in water
- 9.3 Press START to begin rinsing scope with water
- 9.4 Allow timer to count down to zero
- 9.5 Drain rinse water

Approved: _____

10. Remove Water from Scope

- 10.1 Remove the flush suction tube from water and place it on the counter
- 10.2 Press START to purge water from scope
- 10.3 Allow timer to count down to zero

Approved: _____

11. Save Scope Cleaning Record

11.1 Press START to save scope cleaning record

Approved: _____