




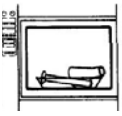






<p align="center"><b>User Precautions</b></p> <p><b>Record</b> each use of the autoclave</p> <p><b>Wear</b> eye protection, lab coat, gloves and heat resistant gloves</p> <p><b>Plastics</b> used for autoclaving <b>MUST</b> be autoclavable</p> <p><b>Loosely</b> pack waste bags no more than 2/3 full</p> <p><b>Sharps</b> must not be placed directly into an autoclave bag; use a rigid container</p> <p><b>Avoid</b> overloading an autoclave or allowing a load to contact the chamber walls</p> <p><b>Avoid</b> transferring waste contents from an overfilled bag to another bag</p> <p><b>Do not</b> leave an autoclave operating unattended for long periods of time; periodically monitor in case of failure</p> <p><b>Never</b> autoclave solvents or combustible, volatile, flammable, radioactive or corrosive materials</p> <p><b>Remove</b> extraneous items and combustible materials from the autoclave area</p>	<p align="center"><b>Materials Sterilization and Biohazardous Waste Decontamination Guidelines</b></p>							<p align="center"><b>Unloading</b></p> <p><b>Wear</b> eye protection, lab coat, gloves and heat resistant gloves</p> <p><b>Open</b> the autoclave door <b>ONLY</b> after the cycle is finished</p> <p><b>Open</b> door a few inches to allow steam to vent for a few minutes before fully opening</p> <p><b>Keep</b> hands and face away from escaping steam</p> <p><b>Slowly</b> remove items from the autoclave; take care to not touch hot surfaces or spill liquid from pans or containers</p> <p><b>Place</b> items on a heat tolerant surface and allow to air-cool for 15 minutes (liquids may take up to an hour to cool)</p> <p><b>Notify</b> others in area verbally or through the use of signage to avoid touching hot items</p>					
<p align="center"><b>Loading</b></p> <p><b>Follow</b> manufacturer's loading instructions for your autoclave model</p> <p><b>Transport</b> loads on a cart and in secondary containers or trays to reduce spills</p> <p><b>Item /container sterilization</b></p> <p><b>Loosen</b> lids to avoid dangerous pressure build-up during cycle</p> <p><b>Place</b> containers in a tray and load the tray into the autoclave. Do not place items directly on the autoclave chamber floor</p> <p><b>Improve</b> heat distribution around containers, by adding 1-2 cm of water to autoclave trays.</p> <p><b>Refrain</b> from placing liquid items above non-liquid items on an autoclave rack</p> <p><b>Contaminated bagged waste materials</b></p> <p><b>Always</b> handle waste bags from top</p> <p><b>Load</b> bags of waste on a tray; do not load directly onto a rack or the autoclave chamber floor</p> <p><b>Loosen</b> bag tops; add water to bags if needed to assist steam generation</p>	<p><b>Typical Articles</b></p> 	<p><b>*Glassware</b></p> 	<p><b>Dry Items</b></p> 	<p><b>Liquids</b></p> 	<p><b>Biohazard Bags</b></p> <p>Loosely tie bag</p> 	<p><b>Preparation</b></p> <p><b>Dirty/Soiled</b> Place in autoclavable pans on side or inverted</p> <p><b>Clean</b> Wash Rinse Wrap (if needed)</p>	<p><b>Placement in Autoclave</b></p> <p>On side or inverted in pan with water</p> 	<p><b>Fabrics</b> Wrap</p> 	<p><b>Instruments</b> Clean and Dry Lay in Pan Wrap</p> 	<p>Loosen caps or use vented closure Fill to no more than 75% capacity *Use type I borosilicate glass</p>	<p>No more than 2/3 full Close loosely Place in autoclavable pan Affix indicator if needed</p>	<p>Upright in pan</p> 	<p>In Pan</p> 
<p align="center"><b>Notes</b></p> <p>*Glassware with cracks or deep scratches may break</p> <p>Hot bottles and liquids may explode! Allow to cool before moving</p>	<p align="center"><b>Spills and accidental breakage</b></p> <p>Notify a supervisor or department safety officer and follow departmental procedures for a spill or exposure event or injury incident</p> <p>Post signs warning others in area of spill during clean up, or while allowing area to cool prior to clean up</p> <p>For liquid spills</p> <ul style="list-style-type: none"> <li>If inside a hot autoclave, allow autoclave to cool sufficiently prior to cleanup.</li> <li>If possible, clean up immediately with appropriate absorbent and disinfectant/cleanser for material. Take care if material is hot from autoclave.</li> </ul> <p>For solid material spill or breakage</p> <ul style="list-style-type: none"> <li>Allow autoclaved items to cool sufficiently prior to cleanup.</li> <li>Clean up immediately using appropriate means for material and disinfectant if necessary.</li> <li>Do not pick up broken glass with hands; use dustbin or cut resistant gloves and dispose in proper receptacle</li> </ul> <p>The UW-Madison Institutional Biosafety Committee (IBC) requires that Principal Investigators report all potential exposures to or releases of <b>organisms</b> or <b>biological toxins</b> within 24 hours of the event by completing a <i>FIRST REPORT of Exposure/Release Form</i></p>						<p align="center"><b>Routine Maintenance and Efficacy Testing</b></p> <p><b>Follow</b> the manufacturer's instructions or contact the UW-Madison Office of Biological Safety for information</p> <p><b>Autoclave efficacy must be tested</b> using a biological or chemical indicator on a regularly scheduled basis (minimum monthly)</p> <p><b>Record</b> test date, result and related information</p> <p><b>Indicators</b> can be ordered through lab supply vendor(s)</p>						
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