

# Standard Operating Procedures

## **Frequency legend:**

1. Before and after direct patient contact
2. After patient contact
3. Upon opening clinic day
4. End of every day

## **Who legend:**

- A. Optometrist
- B. Staff

## **Disinfection Agent:**

1. Cavicide
2. Next Gen Disinfectant Wipes (on order)
3. Hydrogen Peroxide 3%
4. Hydrogen Peroxide 6% (on order)
5. Clear Care/Solution

AREA	DEVICE	LEVEL OF DISINFECTION	FREQ	WHO	AGENT USED
<b>PROFESSIONAL (EXAM ROOMS +PRETEST)</b>	Spud, Alger brush, Lacrimal Dilators, Forceps	High	1	Doctor	4
	Tonometer	Manufacturer recommenddations	1	Doctor	3
	Gonioscopy, 90D, BIO	Manufacturer recommendations	1	Doctor	1,2
	CL's	Manufacturer Recommendations	1	Doctor	5
	Forehead/Chin rest (phoropter, perimeter, camera, auto-refractor	LOW	1	Doctor + Staff	1,2
	Occluders, Eye patches	LOW	1	Doctor+Staff	1,2
	Sinks	LOW	1	Doctor+Staff	1,2
	Exam Chair and unit	LOW	1	Doctor+Staff	1,2
	R/G and 3D glasses	LOW	1	Doctor+Staff	1,2
	Trial Frame	LOW	1	Doctor+Staff	1,2
	Hand Held instruments	LOW	1	Doctor+Staff	1,2
	Contact Lens Cases	LOW	1	Doctor+Staff	1,2
	Computer screen and keyboard	LOW	1	Doctor+Staff	1,2
<b>ADMINISTRATIVE</b>	Desk Counters	Low	2,3,4	Staff	1,2
	Computer Keyboards, Mouse, Telephone	Low	2,3,4	Staff	1,2
	Debit/Credit Machine	Low	2	Staff	1,2
	Staplers, Tape Dispensers	Low	2,4	Staff	1,2
	Pens, Pencils	Low	4	Staff	1,2
	Fax/Printer	Low	3	Staff	1,2
<b>GENERAL OFFICE</b>	Door Handles	Low	2,3,4	Staff	1,2
	Washrooms	Low	2	Staff	1,2
	Light Switches	Low	2,3,4	Staff	1,2
	Waiting Area	Low	2,3,4	Staff	1,2
<b>Contact Lens Room</b>	Sink, desk area	Low	2,3,4	Staff	1,2

**\*EOD: Discard all garbage and used PPE**

**\*Tonometer: Place in clear care solution and rinse with saline.**