



FOR FACILITY USE ONLY

Staff Name: _____

Training Date: _____

Trainer: _____

SYSTEM OPERATIONS

Startup

1. Verify Power is On

Daily Service

1. Perform Daily Quality Assurance Procedure
2. Document Quality Assurance Test Results using Daily Quality Assurance Log
3. Inspect Scope Buddy Connect Tubing for Holes, Cracks or Leaks, Nicks, Replace if Worn or Damaged

Prepare Endoscope for Detergent Flush Cycle

1. Detergent and Rinse Water Solutions: Drawing from clean supply container versus recirculating from sink; Appropriate detergent dilution
2. IN Connection: Attached Fluid Intake Line in IN port, place filter screen in diluted detergent solution
3. OUT Connections: Attach DSD Extension Line to OUT port and to DSD hookup, or attached Universal Extension Line to OUT port and to 2, 3 or 4-way adapter
4. Attach Endoscope: Connect endoscope to DSD hookup, or to Universal Extension Line 2, 3 or 4-way adapter
5. Fully immerse endoscope in fluid filled sink.

Perform Endoscope Detergent Flush Cycle

1. Scope Buddy Rinse Matrix: Identify flush time based on specific endoscope brand and model
2. Use ▲Up and ▼Down arrows to set endoscope flush time. Add 5 seconds if tubing unprimed
3. Press START/STOP to begin flush cycle; verify fluid exists all endoscope channels
4. Upon cycle completion, tone sounds and display flashes 000
5. Remove Fluid Intake Line from solution and place on counter to purge endoscope
6. Press START/STOP once to reset time; a second time to begin purge cycle.
7. Press START/STOP when fluid no longer exists endoscope

Perform Endoscope Water Rinse Cycle

1. Place Fluid Intake Line in clean water
2. Press ▲Up and ▼Down arrow to reset time and START/STOP to begin cycle
3. Upon cycle completion, tone sounds and display flashes 000
4. Remove Fluid Intake Line from solution and place on counter to purge endoscope
5. Press START/STOP once to reset time; a second time to begin purge cycle.
6. Press START/STOP when fluid no longer exists endoscope
7. Disconnect DSD hookup from DSD Extension Line, or endoscope from Universal Extension Line

End of Day Shutdown

1. Scope Buddy decontamination frequency: DAILY if recirculating solutions from a sink; MONTHLY if drawing solutions from a clean and dedicated supply container
2. Place screened end of Fluid Intake Line into decontamination solution
3. Locate open end of outflow tubing and place in decontamination solution
4. Set flush time to 2 minutes or to the contact time specified by decontamination solution labeling
5. Press START/STOP; verify decontamination fluid delivery through Scope Buddy and tubing
6. If using 2 minutes, press STOP and allow solution to soak for full contact time; if using decontamination solution contact time, then allow cycle time to complete
7. Document decontamination procedure on Scope Buddy Quality Assurance Log
8. Overnight or weekend storage: leave full of decontamination fluid or clean water to maintain decontamination, lubrication and to facilitate priming; Tubing can be disconnected
9. Shut off Scope Buddy unit using ON/OFF power switch

INTENDED USE AND GUIDELINES

Intended Use

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| 1. Scope Buddy - Endoscope flushing aid for flexible immersible endoscopes | |
| 2. Operator Safety Overview - Appropriate PPE: mask, gown, gloves, eye protection | |

Guidelines for Reliable Disinfection

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| 1. Olympus®, Pentax®, Fujinon®, Storz® - Endoscope cleaning and disinfection guidelines | |
| 2. ASGE, ASTM, APIC and AORN - Endoscope cleaning and disinfection guidelines | |
| 3. SGNA Approved Reprocessing Steps: Endoscope Bedside Pre-cleaning, Leak Testing, Manual Cleaning and High-Level Disinfection, and Storage Standards and Guidelines | |

PRODUCT FAMILIARIZATION

Flushing Aid Components and their Functions

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| 1. Scope Buddy Control Panel with Time Display, Fluid Inlet, Fluid Outlet | |
| 2. Scope Buddy Side Panel: Power On/Off Switch, Power Connection, Power Supply, Power Cord | |
| 3. Scope Buddy Rear Panel: Model Number, Serial Number, Safety Certifications, Medivators 800 Number, Wall-mount Bracket. | |
| 4. Scope Buddy User Manual, Quick Start Guide, Rinse Matrix, In-Service DVD, QA Procedure and Log | |

Consumables/Accessories

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| 1. Scope Buddy Tubing Kit - Fluid Intake Line, DSD Extension Line, Universal Cleaning Adapter Extension Line and Multi-way Adapters, Elevator Wire Channel Hook-up, Flow Verification Tube | |
| 2. Intercept Detergent and Wipes - Used during manual endoscope cleaning for effective bacterial biofilm penetration, and biological and organic soil removal | |

SYSTEM SETUP

Scope Buddy Installation and Setup

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| 1. System Installation: Flat, Level Surface within 2 meters (6 feet) of Wall Outlet | |
| 2. Wall Mounting: Scope Buddy located no higher than 3 feet above the top of fluid solution | |
| 3. Attaching Power Cord and Power Supply, Ground Fault Interrupter | |

OPERATOR CONTROL

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| 1. Start/Stop Switch: Flushing cycle control with pause capability | |
| 2. Time Set: ▲Up and ▼Down arrows for adjusting endoscope flush time | |
| 3. Time Display: Visual display of flush time setting, and time remaining during cycle | |

ADDITIONAL SYSTEM OPERATIONS

Flushing Instructions

1. Fujinon® Endoscopes: Individual flushing of the Elevator Wire Channel and the Forward Water Jet using Scope Buddy's Elevator Wire Channel Hookup	
2. Olympus MAJ-855 Auxiliary Water Tube Flushing Time: Connected to endoscope = 40 seconds; Not connected to endoscope = 30 seconds (up to 2 flushed simultaneously)	
3. Savary Dilator Flushing: Example - Cook Endoscope Savary Gilliard Esophageal Dilators: 2 minute 30 second flush time for 5mm size = 760mls volume, 20mm size = 1200mls flush volume	

MAINTENANCE

Weekly Maintenance

1. Clean Scope Buddy system and connection tubing: Use soft lint-free cloth and mild detergent and water solution (no alcohol)	
2. Inspect Scope Buddy and connection tubing for cracks, nicks, or holes - replace if worn or damaged	

TROUBLESHOOTING

Troubleshooting

1. Review Troubleshooting Section in Scope Buddy User Manual	
2. Contact Medivators Customer Support 1-800-444-4729 to order tubing or for technical assistance	

Medivators Website “Resource Center”

Go to: www.minntech.com/medivators, Select “Resource Center” and “User Library” for detailed user guides and hook up matrices, report forms and logs, and product bulletins

Medivators Customer and Technical Support Toll Free: Phone: 1-800-444-4729 · FAX: 1-866-421-7696