

IBC01-Form 1. Autoclave core facilities biosafety inspection checklist.^{a,b}

Date _____ Location _____

Supervisor _____ Person Interviewed _____

(All Autoclave Core Facilities at UNMC undergo periodic inspections to validate adherence to University policies concerning the handling and disposal of biohazardous waste.)

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- A chemical indicator strip is processed with each decontamination cycle and the processed strip is recorded in a log book to indicate the results of testing. (records are maintained for at least three years)
 - A biological indicator is run at least weekly [or per load if decontamination loads run more than a week apart] in autoclaves used for decontamination and the results of testing recorded. (records are maintained for at least three years)
 - All individuals who handle biohazardous materials have successfully completed the web-based General Biosafety Training program within the past 3 years. (For information and access, contact the Biosafety Officer)
 - A copy of the UNMC policy #IBC01, Autoclave Operation and Safety, is available in the core facility and all individuals operating the autoclave have read this document.
 - A core facility-specific procedure is available to describe the autoclave monitoring process and the steps to be taken when results of monitoring are not acceptable.
 - The supervisor is aware of the monitoring process and at least quarterly documents that the results of testing have been reviewed.

^aThis checklist is used to evaluate facilities where decontamination is a part of the core function.

^bNon-adherence to the points on this checklist may result in suspension of the core facility activities until compliance has been validated.