



Care and Handling of OPTICO instruments

General Care

All micro-surgical instruments must be handled with the greatest care. Effective reprocessing and correct handling will prolong their life and ensure they are safe and reliable during use. The Optico instruments are supplied non-sterile so ensure these Care and Handling Guidelines are read in conjunction with the Optico Guidelines for Cleaning and Reprocessing (Document GCR-001)

Below are a few simple steps to follow to ensure the longevity of your instrument.

ALWAYS...

- Inspect, clean, disinfect and sterilise instruments before first use and after every use
- Handle all microsurgical instruments with great care – particularly during transportation, cleaning and reprocessing
- Take extra care to protect instruments with fine tips in order to reduce the risk of damage to the delicate tips. Use protection caps when provided.
- Rinse instruments as soon as possible after use to prevent blood, viscoelastic, saline, or protein residues from drying
- Follow instructions and warnings provided by manufacturers of any decontaminants, disinfectants, cleaning agents, ultrasonic machines, washers and disinfectors
- Inspect your instruments regularly for signs of wear or damage
- Protect instruments by storing them correctly during transportation and when not in use
- Return any faulty or damaged instruments to Optico for repair

NEVER...

- Use an instrument for a purpose it was not intended or designed for
- Use an instrument that is showing signs of wear or damage
- Disassemble an instrument that is not designed to be disassembled
- Attempt to repair a damaged instrument yourself
- Sterilize an instrument that has not been cleaned and disinfected
- Use metal brushes, steel wool or abrasive powders or pads – these will damage the surface finish of the instruments
- Use corrosive cleaning agents such as bleach. Cleaning solutions and rinses at or near neutral pH (7) are best

Guidelines for instruments requiring special attention during cleaning

Manual cleaning is not recommended when an automated washer-disinfector is available. However, due to the nature of some medical devices it may be necessary to manually clean these before automated cleaning. The following are guidelines on the manual cleaning process to be performed immediately after use and prior to being passed through the automated process.

1. Vitreoretinal and Micro Anterior Forceps and Scissors



Manual Cleaning

The minimal cleaning routine recommended is as follows and should be carried out prior to first use and immediately after each use to remove surgical residue (i.e. blood, saline, viscoelastic, tissue).

- 1) Under magnification carefully remove all residue from the instrument tips with a soft, moistened instrument wipe or soft bristled brush. Wipe instrument tips in one direction, from the instrument handle towards the tips. **Don't scrub or apply force.**
- 2) Fill the specially provided cleaning syringe with distilled or demineralised water.
- 3) Carefully place the silicone tube over the end of the instrument and attach to the handle, taking care not to damage the delicate tips. See Figure 1 below.

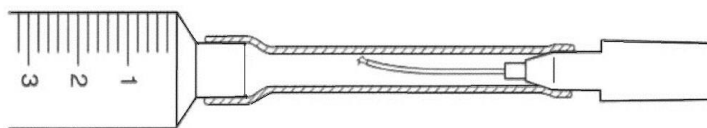


Figure 1 Use specially provided cleaning syringe

- 4) Flush the instrument by gently pressing the piston of the syringe (some pressure will be required to enter the mechanism) to flush the instrument with the distilled or demineralised water. Repeat this process five times. **Do not flush the instrument with any fluid that might leave residue, such as tap water or saline**
- 5) Carefully remove the syringe and attach another syringe containing isopropyl alcohol. Gently depress the syringe plunger to flush the instrument with the isopropyl alcohol and remove any remaining water.
- 6) Using an empty syringe, flush the instrument with air to dry and remove any residual isopropyl alcohol. Repeat until instrument is thoroughly dried.
- 7) Clean the exterior of the instrument handle and shaft carefully with a moist surgical sponge (moist with Isopropyl alcohol). Avoid direct contact with the delicate tip of the instrument.
- 8) Wipe the exterior of the instrument dry.
- 9) After cleaning, the instrument should be carefully inspected under magnification for any possible wear or damage prior to being passed for automated cleaning/disinfecting and sterilisation.

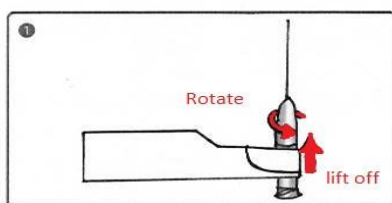
2. C RANGE - Detachable Head Vitreoretinal and Micro Anterior Forceps and Scissors



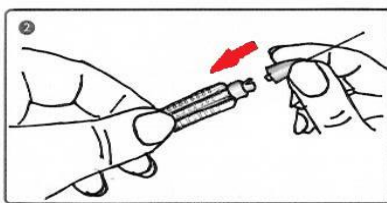
Directions for Use

The instrument heads are supplied in their own individual Combo-Cap. The Combo-Cap acts as a dual purpose protection cap and flushing adaptor. This is designed to protect the delicate instrument tips during transportation, cleaning and reprocessing cycles. The Combo-Cap has a luer connector to enable back-flushing of the instrument heads with a syringe or other luer device. It is recommended that the instrument heads are stored in the Combo-Cap whenever they are not in use.

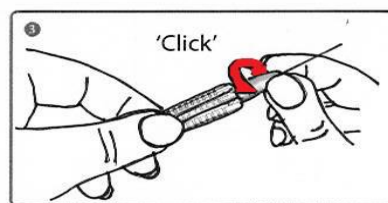
To assemble instrument



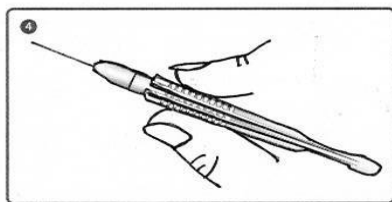
1. Rotate head upwards and remove from Combo-cap.



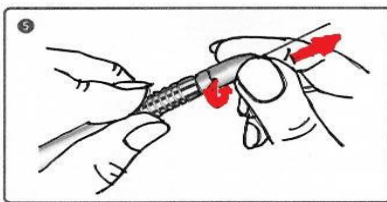
2. Ensure handle wings are open and push head onto handles.



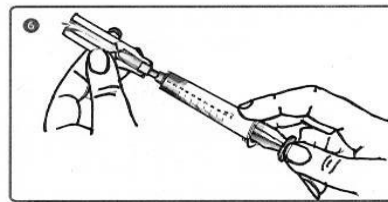
3. Rotate head clockwise until you hear a "click".



4. Squeeze and release wings to verify correct operation of tips.
Instrument is now ready for use.



5. After use, remove the instrument head by depressing the handle wings and rotating the head anti-clockwise.
The instrument is now ready for cleaning.



6. Place head into Combo-cap and lock into position.
Flush with syringe.

NOTE: Do not depress the handle wings when attaching the head as this will prevent installation. Always verify that the head is properly locked on to the handle

The Optico heads are only designed to be attached to the Optico handle. Do not attempt to combine the Optico components with those of any other manufacturer.

Manual cleaning

The minimal cleaning routine recommended is as follows and should be carried out prior to first use and immediately after each use to remove surgical residue (i.e. blood, saline, viscoelastic, tissue).

- 1) Under magnification carefully remove all residue from the instrument tips with a soft, moistened instrument wipe or soft bristled brush. Wipe instrument tips in one direction, from the instrument handle towards the tips.
Don't scrub or apply force.
- 2) Fill a cleaning syringe with distilled or demineralised water.
- 3) Attach the cleaning syringe to the luer connector as shown in drawing 6 above and flush the instrument with the distilled or demineralised water at least 5 times. **Do not flush the instrument with any fluid that might leave residue, such as tap water or saline**
- 4) Carefully remove the syringe and attach another syringe containing isopropyl alcohol. Gently depress the syringe plunger to flush the instrument with the isopropyl alcohol and remove any remaining water.
- 5) Using an empty syringe, flush the instrument with air to dry and remove any residual isopropyl alcohol. Repeat until instrument is thoroughly dried.
- 6) Clean the exterior of the instrument head and handle carefully with a moist surgical sponge (moist with Isopropyl alcohol). Avoid direct contact with the delicate tip of the instrument.
- 7) Wipe the exterior of the instrument dry.
- 8) After cleaning, the instrument should be carefully inspected under magnification for any possible wear or damage prior to being passed for automated cleaning/disinfecting and sterilisation.

3. Aspiration and Irrigation handpiece



Always clean in the direction from smallest to largest openings

The best way to clean and maintain instruments that aspirate is to properly remove any debris from inside. This can be accomplished by submerging its small port into distilled water and aspirating into a syringe. Flushing in this direction prevents debris from occluding in the small ports. Any instrument which becomes blocked should be returned to Optico for repair.

4. Adjustable Speculum



All areas with threads need to be completely cleaned and dried. Pay special attention to areas which might be inside the base assembly. Turn knurled thumb mechanism several turns to exposed hidden threads to complete cleaning and drying.

5. Probes



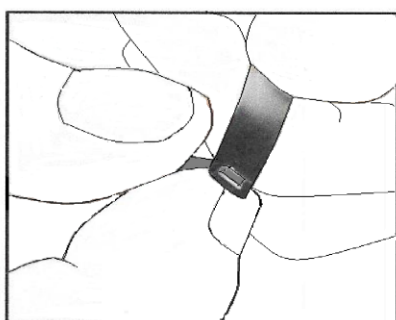
Probes, including hooks, manipulators, rotators, dividers, phaco choppers and spatulas have delicate tips that can be easily damaged. Never handle a probe by the tips and always ensure the tips are not touching hard surfaces during reprocessing. Probes with delicate tips are not recommended for ultrasonic cleaning. Always ensure the tips are inspected under magnification for signs of damage, as some detailed features of the tips may not be visible to the naked eye.

Take extra care when storing double ended instruments so as not to damage either tip end.

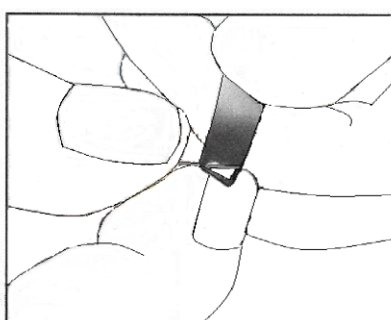
6. Spring Handle Scissors, Forceps and Needleholders

When opening spring handle instruments for cleaning purposes, ensure extra care is taken not to twist the box joint.

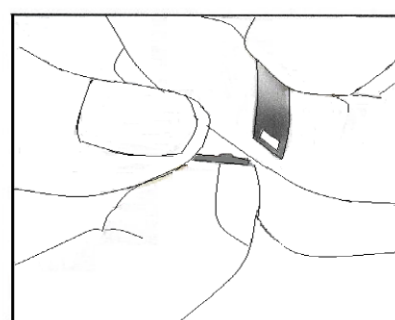
This is particularly important with the Cross Action Capsulorhexis Forceps - (Product Codes 10-704 & 10-705) as the delicate tips and box joints can be easily damaged if too much force is applied when opening the handle.



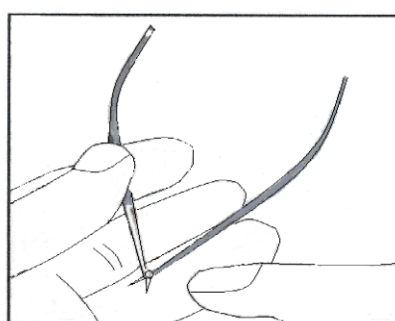
Grasp instrument by springs



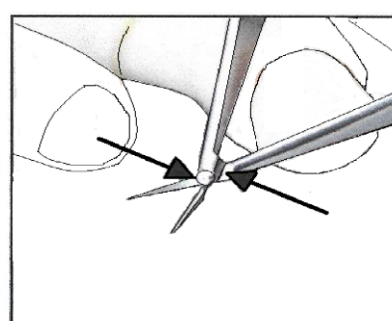
Turn spring with tab 45° aligning with corners of box



Gently pull tab end through box



Carefully open handle



Remove all debris around pin or screw area

7. Sterilising Trays

We recommend you use the Optico sterilising trays to ensure your delicate vitreoretinal and micro anterior forceps and scissors are kept safe during reprocessing.

Always ensure instrument wings are in the open position when placed in sterilising trays. See Figures 2 & 3 below.

Sterilising Tray – Product Code 85-000

Designed to hold one Optico vitreoretinal or micro anterior instrument.

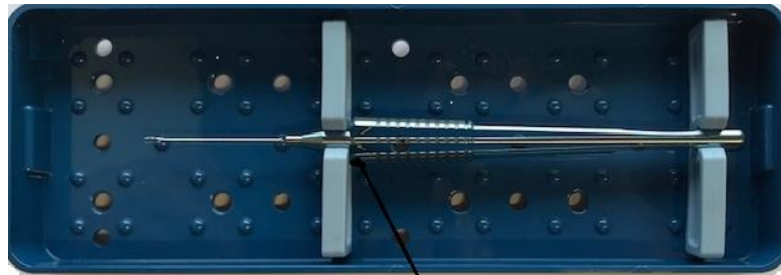


Figure 2

Ensure wings are kept in open position.

Microwash Wire Sterilising Tray – Product Code 85-001

Designed to hold OPTICO C RANGE – One Handle, One Head



Figure 3

Ensure wings are kept in open position



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