**ALTAMONT HEALTHCARE**

**SCHOOL CATALOG**

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**Sterile Processing and Distribution Technician**

**Course Syllabus**

**Program Description:** This course teaches students how to decontaminate, inspect, assemble and sterilize instruments and surgical trays. The course prepares students to be technicians where they also manage inventory control, order supplies, maintain, deliver and retrieve equipment and instruments for the surgery suite, emergency room and intensive care units.

The course involves 100 hours of classroom training composed of lectures and laboratory activities.

**Class Sessions:**  The following are the schedules for this course:

Stockton Location:

Weekend Class: Saturday (800AM-500PM) and Sunday (900AM to 200PM)

Night Class: Monday, Tuesday and Thursday (530PM to 1030PM)

Day Class: Monday, Wednesday (800AM to 500PM) and Friday (800AM to 1200PM)

Bakersfield Location:

Weekend Class: Saturday (800AM-500PM) and Sunday (900AM to 200PM)

Night Class: Monday, Tuesday and Thursday (530PM to 1030PM)

**Course Objectives**: Upon successful completion of the course, students shall be eligible to take the Sterile Processing and Distribution certification exam through the Certification Board for Sterile Processing and Distribution (CBSPD).

Students shall have adequate knowledge of the sterile processing environment and process in medical facilities, particularly in the aspects of decontamination, preparation and packaging, sterilization, and inventory.

**Materials:** Students shall be provided a manual based on the book Basics of Sterile Processing, Sixth Edition, by Sterile Processing University LLC. Students will have access to sterile processing videos and mock certification exams through online access provided by Altamont Healthcare. Various surgical supplies, instruments and equipment shall also be used.

**Outline:**

1. Medical Terminology
2. Root words, prefixes and suffixes
3. Abbreviations
4. Roles and Responsibilities
5. Anatomy and Physiology
6. General Anatomy
7. Physiology

1. Microbiology
2. Infection Control
3. Decontamination
4. Cleaning
5. Disinfection
6. Specialized Instruments
7. Processing Patient Care Equipment
8. Preparation, Packaging, Instrumentation
9. Preparation
10. Packaging Materials
11. Specialized Instruments
12. Sterilization
13. Types of Sterilizers
14. Parameters
15. Trouble Shooting
16. Sterile Storage
17. Inventory Control and Distribution

**Learning Skills:**

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| **Topic**  **As Numbered**  **Above** | **Learning Skills** |
| I | * Understand basic medical terms necessary to work in the healthcare industry. |
| II | * Know ethical rules and guidelines as a healthcare worker including the various government agencies that regulate sterile processing and its other functions. * Discuss the functions, bases and need for a competent sterile processing technician as well as the description of the place where sterile processing technicians work. |
| III | * Identify essential parts and functions of the human body. * Understand how anatomy and physiology relate to the work performed in the sterile processing department. |
| IV | * Identify the different microorganisms and how these microorganisms have a vital role in our life. |
| V | * Define healthcare-acquired infection. * Identify various modes of spreading infection and the ways on how to prevent them. * Understand blood borne pathogens and safety precautions needed. Proper technique of hand washing will be taught. |
| VI | * Describe the functions performed within the decontamination area. * Understand the proper ways of cleaning surgical instruments and healthcare equipment and they will be able to outline the standards required for a quality decontamination process. * Be familiar with types of detergents used for diverse types of instruments, including its advantages and disadvantages. * Identify the different disinfectants that may be used in varying circumstances. * Understand the appropriate dress code and proper procedures as it relates OSHA regulations and employee safety. * Demonstrate proper way to use personal protective equipment |
| VII | * Identify various types of patient care equipment and the proper process to clean, disinfect and store these. |
| VIII | * Discuss the physical environment of the preparation and packaging area. * Describe the principles of packaging and be able to describe the various types of packaging materials. * Demonstrate proper techniques of wrapping instrument sets * Understand the classes and categories of surgical instruments as well as the materials used to manufacture these instruments. * Discuss the materials used to manufacture surgical instruments * Describe the classes and categories of surgical instruments. * Understand the structure, grades of surgical instruments and the various types of equipments available to test devices. * Describe the various inspections needed to ensure proper working order of surgical instruments. * Discuss special considerations associated with specialty devices such as orthopedic, powered, endoscopic, and dental instruments. |
| IX | * Describe the sterilization process. * Identify the different sterilizers that may be used and the parameters required for its use. * Identify the various medical devices suitable for each sterilization method. * Understand chemical, mechanical and biological monitoring systems. * Describe the varying cycles of each sterilizer, proper ways to operate and how to document or troubleshoot malfunction. |
| X | * Describe the environmental and cleaning requirements in the sterile storage area. * Understand howto maintain sterility of products and how sterile items should be handled and transported. |
| XI | * Identify the various inventory controls, stock distribution systems and patient charge mechanisms used in healthcare facilities. * Understand cost containment and the importance of a well-managed inventory system. |

**Assessments:** Students shall expect the following:

* Written examinations shall be given to the students at the end of a chapter or series of chapters.
* Practical exercises shall be given when appropriate as determined by the instructor.
* A course project, referred to as the Instrumentation Project, shall be made by the students individually.
* A comprehensive final exam shall also be given at the end of the course.
* Throughout the class session, students shall be required to do chapter outlines and assignments.

**Externship**: After passing of the board certification examination, student will be eligible to apply for an optional externship program. Students will be assigned to a hospital where they obtain at least 240 hours of actual clinical training.