

PROCEDURE

**TITLE: STERILIZATION – SHELF LIFE AND RECALL PROCEDURE**

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**PURPOSE:** To outline the procedure for stocking autoclaved items and reprocessing them when outdated.

**SUPPORTIVE DATA:** All items will be rotated and properly dated with sequence being first to expire in front by Staff and Stockroom personnel responsible for delivering supplies.

**EQUIPMENT:**

**CONTENT:**

**PROCEDURE STEPS:**

**KEY POINTS:**

1. Check all hospital processed goods making sure that the expiration dates are clearly marked on outside tape indicator.
2. Return any item reaching the expiration date or within 48 hours of expiration date.
3. All items in on all nursing units are to be checked at the end of each month.
4. During the month, nurses will recheck supplies for autoclave date as often as possible.
5. Sterile items received from Central will be placed at the back of shelves so that supplies will be rotated.

This date also appears on the affixed lot label.

Item is returned to Central Service for reprocessing.

Make a note of item sent to Central Service on white board in lounge. This helps to assure replacement.

**DOCUMENTATION:**

**REFERENCES:** OSHA, AAMI  
84XR  
Central Service Technical Manual IAHCMM