

Section: Division of Nursing  
Approval: \_\_\_\_\_  
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PROCEDURE  
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Issue Date: July 1, 1996  
Review Date: March 10, 2008

HACKETTSTOWN REGIONAL MEDICAL CENTER

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OR/CSR  
(Scope)

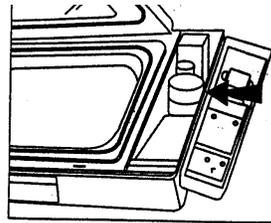
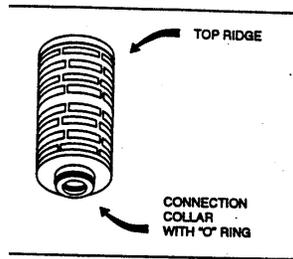
**TITLE: CHANGING OF STERIS STERILE WATER FILTERS**

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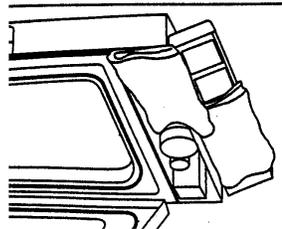
PURPOSE: To outline the steps for changing water filters.

CONTENT: PROCEDURE STEPS: KEY POINTS:

1. Unplug processor.
2. Locate the sterile water filter housing. Open the control panel.

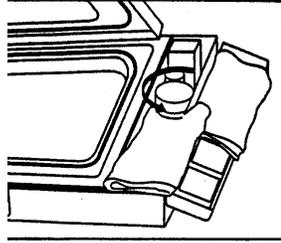


3. Protect electronics by placing a towel over microcomputer housing and printer boards/paper roll.

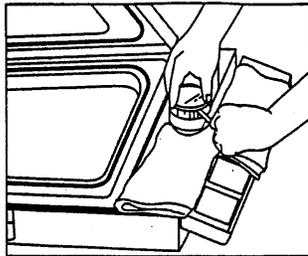


CAUTION: Water spills on the micro computer hosing and / or the printer or printer paper may result in damage to the processor or create a paper jam.

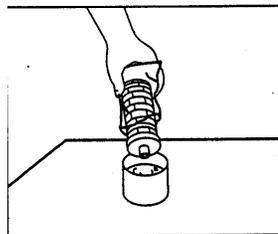
4. Remove the filter housing. Turn the housing cap counter-clockwise and remove it.



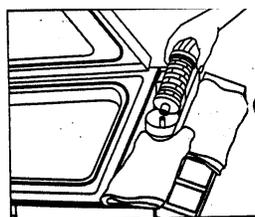
5. Remove the filter. Use a straight hemostat under the top ridge of the filter. Gently pry up the filter.



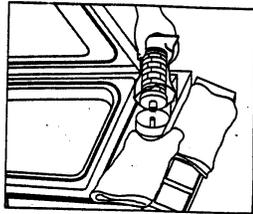
6. Drain water from the filter. Hold the filter over the hosing and drain the water out (20-30 seconds.)



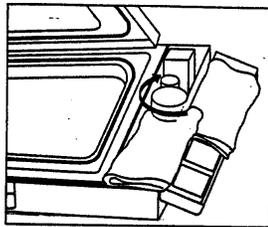
7. Check replacement filter. Examine new filter to ensure that it looks like the old one. If it is different, the dip switch will need adjusting.
8. Replace the water filter. Cut the plastic wrap on the seam near the connection collar with the "O" ring. **Do not remove the filter from the plastic bag.**



9. Insert the filter. align the water filter core with the copper tube in the center of the sterile water housing.



10. Replace the filter housing cap. Once the filter is in the housing, press down to seal. Replace the housing turning clockwise.



11. Remove the towels. Close the control panel.
12. Plug in the processor. Initiate the diagnostic cycle.

**SAFETY/SPECIAL POINTS:**

1. Disconnect the electrical power.
2. Water spills on the microcomputer housing and/or printer or printer paper may cause damage to the processor or create a paper jam.
3. Number for the two water filters: A1502 and A1505.