 <p>B.S. Aquino Drive, Bacolod City, Negros Occidental, 6100</p> <p>DR. PABLO O. TORRE MEMORIAL HOSPITAL</p>	Document Code:	DPOTMH-I-31-P04-WI01
	Effective Date:	06-30-2022
	Document Type:	Policy
	Page Number:	1 of 3
	Department/Section:	Endoscopy Unit
	Document Title:	INTRA-ENDOSCOPY PREPARATION PROCEDURES

PURPOSE:

To establish an organized, effective and efficient process in providing a safe and quality health care in the performance of intra-endoscopic procedures.

LEVEL:


Nurses, Physicians, Surgeons, Endoscopists

DEFINITION OF TERMS


Surgical Safety Checklist- the checklist serves to remind the surgical team of important items to be performed before and after the surgical procedure in order to reduce adverse events such as surgical site infections

POLICY:


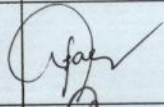
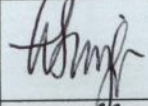
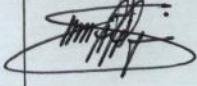
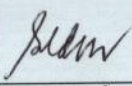


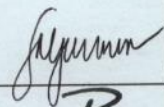
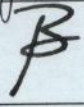
1. All staff directly engaged in GI endoscopy or in processes where splash or contamination could occur shall wear gloves, face/eye shields, and an impervious gown. Staff shall remove and appropriately discard used PPE before leaving the procedure area.
2. Uncertified physicians, who have received initial orientation and ongoing training, and are deemed competent by the Department of Surgery, can assist with and participate in tissue acquisition during the endoscopic procedure, including but not limited to the opening and closing of forceps, snares, and other accessories.
3. There shall be strict compliance to the Surgical Safety Checklist to ensure patient safety.
4. There shall be 2 nurses (one monitoring, one circulating) present when moderate sedation is performed.

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5. Only staffs nurses, with relevant training related to endoscopic procedures shall assist in the procedure.
6. Any occurrence or untoward incident arising during the performance of any endoscopic procedure shall be reported immediately in writing (Incident Report) to the following:
 - 6.1. Head Nurse or Charge Nurse
 - 6.2. Surgical Complex Manager,
 - 6.3. the Chairman of the Department of Surgery
 - 6.4. Infection Prevention and Control Unit and
 - 6.5. Total Quality Division

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