

## GUIDELINES FOR STATE, MEDICARE (CFC) AND AAAHC / JCAHO ANESTHESIA STANDARDS

1. No personal items are allowed in the OR's. This includes keys, mobile phones, purses, etc. Also, no food or drink in the OR's
2. Safe injection practices are to be applied at all times.
  - a. One needle, One syringe, One patient
  - b. Prep IV ports and vial access with alcohol wipe **every time**
  - c. Medications are to be drawn up immediately prior to administration
  - d. You may NOT draw up medications for multiple patients. Do not open syringes prior to administration. No open syringes in the drawers or cabinets or on your person. Draw up meds immediately prior to each individual case. The surveyor will mark a serious violation if you pre-draw meds or have empty open syringes anywhere!
  - e. Syringes must be labeled with dose, date, initials, and time drawn
  - f. Filter needles must be used when drawing meds from glass ampules
3. Exhaled CO2 must be monitored for deep sedation
4. CDC Guidelines for MDV's: Multi-dose vials are to be dedicated to a **single patient**. Lidocaine MDV must be accessed in a non-patient treatment area, the MDV must be signed, dated, and timed. Safe injections practices must always be applied.
5. The anesthetist must actively participate in the time out process. The patients' name, ID, DOB and procedure must be confirmed, and the patient must be actively involved in this process.
6. Suction canisters and tubing must be changed after EVERY patient.
7. Narcotic keys must be kept on your person at ALL times. If you waste narcs, complete narcotic register and get co-signed/witnessed by RN or MD **at the time of waste**. Narcotic register must be legible and complete. If you make an error, put a single line through the error, and initial.
8. Infection Control. **Wash your hands!** Make sure you wash your hands / use alcohol dispenser often (i.e., basically before and after you touch "anything")
9. Wipe down anesthesia administration area with disposable germicidal cloth after every patient
10. Empty syringes prior to placing in red needle box. Change needle boxes prior to reaching fill line
11. Discard any expired meds at beginning of the day