



# Endoscope Handling Guide

## IMPORTANT NOTE:

**MICROENDOSCOPES ARE MADE OF GLASS. DO NOT PULL, STRETCH, SQUEEZE OR BEND ANY PART OF THE ENDOSCOPE.**

### 1. Unpacking the endoscope

- Remove endoscope from shipping container.
- Note how the endoscope is packaged and coiled loosely.



### 2. Preparation for Sterilization

- Place endoscope in sterilization tray.
- Make sure black connector caps are in place.
- Do not coil the endoscope any tighter than 6” in diameter.

### 3. Sterilization (Detailed Instructions are Enclosed w/ Endoscope)

- Steam Autoclave (Caps Must be in Place).  
250°F (121°C) for 15 minutes or 273°F (134°C) for 4 minutes
- Ethylene Oxide (Caps Must be in Place).
- Glutaraldehyde Solution (Caps Must be in Place).
- Steris® & Sterrad® (Caps Must be in Place).

### 4. Removal of Endoscope From the Sterile Tray

- Uncoil endoscope carefully.
- After autoclaving, caps may stick to connector ends.



### 5. Removing Caps

- Always hold the endoscope at metal connector and lift the edge of the cap to break the seal.
- Gently work the cap back and forth while pulling.
- Do not grasp or pull on the white jacket.

### 6. After Use

- Immediately after surgery, place the endoscope in the sterilization tray.
- Replace the caps. If caps are collapsed, discard and replace.
- Clean the tip.

### 7. Cleaning the tip (Detailed Instructions are Enclosed w/ Endoscope)

- Hold the endoscope between the thumb and approx. 1/4 from the tip (see picture).
- Clean the tip with alcohol then place directly on an instrument wipe.
- Again, while holding the canula or distal end (not the hand-piece) gently run the tip across an instrument wipe in a circular motion.

