1. Use heat indicating autoclave bags or place indicator tape on the autoclave bag. Make sure bags are designed for autoclave use or they will melt and you will have to clean up the mess.
2. Do not store waste for someone else to autoclave.
3. If the autoclaves are in use and you *must* leave waste, close the bag tight and ***place a tag on it labeled*** with all required information:
	* + Biohazard logo, specimen/agent name, date generated
		+ Name or PI name, room # waste was generated in
4. When ready to autoclave, untie and **open the bag a little** to allow pressure and moisture to penetrate (steam sterilization) inside the bag.
5. Place waste bag in a secondary containment pan inside the autoclave. *If waste does not contain moisture, pour ½ cup Deionized water inside the bag for steam generation.*
6. Autoclave according to manufacturer’s instructions, for a minimum of 15 minutes, at a minimum operating temperature of 121°C/250°F and 15 psi pressure (refer to chart below). Heavier loading (more contents, or tightly packed) will need run longer with minimum of **30 minutes**.
7. Log usage activity in the autoclave log, ***filling all log fields completely***, including the ***amount (in pounds)*** of waste treated.
8. When cycle is finished, visually check bags to ensure autoclave was working correctly. Check that the bag is open, moisture is present, and for color change of sterilization tape or bag text.
9. Wait a few minutes for waste to cool, then remove with heat resistant gloves.
10. Place waste in black opaque bags held steady inside a bucket. Reseal autoclave bag, put a ***“waste has been treated…” sticker* *over the biohazard symbol***, and then seal the outer black bag.
11. Place treated waste in the “Autoclaved Waste Only” area.
12. Perform *routine autoclave efficacy monitoring* according to the schedule for the total quantity generated on campus, and record results in logbook. **Place test strip inside the bag** with waste.

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| **Autoclave Parameters** | **Temp.** | **Press.** | Time | QC Indicator |  | Test Frequency |
| General | 121°C(250°F) | 15 psi | 15 minute minimum | Geobacillus stearothermophilus |  | **Test Strips Required per campus total:** |
| Prions (highest resilience) | 132°C(270°F) | 30 psi | 4.5 hrs | same |  | Test Every Semester< 50 lbs/month |
| **Dry Heat Tabletop Autoclave** (when steam is not working or items cannot be penetrated by steam) May need state approval for treating Pathological & Sharps | 170°C(338°F) |  | 1 hr | Bacillus Atrophaeus |  | **Monthly Test**50 lbs/month |
| 140°C (284°F) |  | 3 hrs | Same |  | **Every 2 weeks**100 lbs/month |
| 121°C(250°F) |  | 16+ hrs | Same  |  | Weekly200 lbs/month |

Parameters needed depend on microorganism/agent being treated. Heavier loads require more time.