

Device Decontamination Procedure Recommendation

Introduction

The Purpose of this document is to provide a detailed description of how to properly receive and decontaminate all incoming devices and equipment as to protect personnel against infection and communicable disease.

Equipment Required

Quantity	Part Number	Description
1		Non-latex nitrile gloves
1		Protective eyewear
1		Box cutter
1		Mikrozid® sensitive liquid or equivalent
1		Glass cleaner
1		Paper towels

Background

Assumptions

This document assumes that the user has read and understands the MSDS for any and all cleaners

Applicable Products

Tobii I-Series	Tobii PCEye Go	Tobii Dynavox PCEye Mini
Tobii C-Series	Tobii Dynavox PCEye Explore	
Tobii S32	Dynavox Maestro	
Tobii PCEye	Dynavox T-Series	

Procedure

Purpose

To protect personnel against infection and communicable disease by decontaminating and cleaning all incoming devices and equipment.

Support for Your Tobii Dynavox Device

Get Help Online

See the product-specific Support page for your Tobii Dynavox device. It contains up-to-date information about issues and tips & tricks related to the product. Find our Support pages online at: www.TobiiDynavox.com or www.myTobiiDynavox.com.

Contact Your Sales Representative or Reseller

For questions or problems with your product, contact your Tobii Dynavox sales representative or authorized reseller for assistance. They are most familiar with your personal setup and can best help you with tips and product training. For contact details, visit www.TobiiDynavox.com/contact

Scope

Decontamination is recommended to be performed to all incoming repairs, rental equipment, and returned devices before further handling.

Receive Device

1. Incoming packages containing returned equipment are to be delivered to the designated cleaning area. Returned equipment is not to be unpacked outside of this area.
2. Non-latex nitrile gloves and eye protection **MUST** be worn while handling any equipment or material that has not yet been decontaminated.
3. Carefully open the package with a box cutter.
4. Unpack the device and any included accessories.



All packaging materials will be disposed of. See *Dispose of Packaging Material*

Decontaminate and Clean

1. If the device has a moisture guard attached, remove it and dispose of it.
2. Spray the device with Mikrozid® sensitive liquid or equivalent and allow it to sit for a minimum of one minute. The disinfectant will evaporate during that time.
3. Any accessories included must also be disinfected, with Mikrozid® sensitive liquid or equivalent.
4. If the device has a display, clean the display with glass cleaner and a paper towel.
5. Upon completion of decontamination, devices will be binned along with any included accessories and released for incoming inspection and testing.
6. Dispose of used paper towels and cleaning materials properly.

Dispose of Packaging Material

1. Boxes should be broken-down flat.
2. Dispose of boxes and packing material in the appropriate waste bin.

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