

Central Sterile Services Department.

PROCESS	DEFINITION	METHOD
Collection	To collect Surgical instruments and utensils for decontamination.	Internally- manually pick up from wards and theatre Externally- health facilities- vehicular pick up
Washing/ Decontamination	Process by which contaminated items are cleansed and rendered safe for handling.	Chemical Ultra-sonic Automated Washers Manual
Pack Preparation	Observation and inspection of all items to ensure they are dry, clean and workable. Sterilization of Surgical Instrument Sets, Linens packs, water, Suction bottles, tubing and consumables.	Manual Labels- Trays & Instrument Tins Indicator Strips Wrap- Paper or Linen
Sterilisation	A process by which items are made free from bacteria or other living micro organisms	Steam Autoclave Ethylene Oxide (ETO) gas.
Storage	Keep items in a clean, cool enclosed area	On Shelving Units Manual – Theatres & Wards Vehicle – Health Facilities
Distribution	For delivery to customers in a scheduled and timely manner.	Internally/Manually via enclosed carts and dump waiter Health Facilities- Vehicular Transport



AREAS SERVICED BY THE CENTRAL STERILE SERVICES DEPARTMENT.

- ❖ San Fernando General Hospital (SFGH)
- ❖ San Fernando Teaching Hospital (SFTH)
- ❖ Area Hospital Point Fortin
- ❖ District Health Facilities
- ❖ Health Centres

HOW TO ACCESS CSSD SERVICES:

Central Sterile Services Department (CSSD)
New Wing San Fernando General Hospital
Lower floor (Next to Warehousing)

Client Services Administrator or
a Senior Sterile Services Technician:
Tel: 225-4325 Ext. 3510\3711\3505
e-mail: shazimmohammed@swrha.co.tt

**Central Sterile
Services Department
C.S.S.D. Service Charter**

CENTRAL STERILIZATION SERVICES DEPARTMENT SERVICE CHARTER

About us

Central Sterile Services Department (C.S.S.D.) strives to be a Department within the South-West Regional Health Authority (S.W.R.H.A.) that is strong, flexible and cognizant to the needs to our stakeholders as well as new opportunities. We exist to serve our patients and staff across the SWRHA with unwavering dedication to our duties.

Who we are?

Central Sterile Services Department is an enterprising and dynamic business unit within the SWRHA and we report to Hospital Administration. C.S.S.D. was commissioned on 23rd December 1997. In this modest short time C.S.S.D. has developed in both size and capability using the best available technology. Today our department can be ranked among the most dynamic, resourceful, safety conscious and accomplished C.S.S. organisation.

The Central Sterile Services Department has a complement of 39 members of staff.

- 01 - Client Services Administrator.
- 04 - Senior Sterile Services Technicians.
- 19 - Sterile Services Technicians.
- 10 - Sterile Services Assistants.
- 06 - Sterilizer Operators.
- 01 - Junior Secretary.
- 01 - Driver.

Our objective.

The principal aim of C.S.S.D. is to provide its users with articles which are sterile. This term means free from any living matter. The sort of living matter which concerns us are germs or microbes which cannot be seen without the help of a microscope but which are present all around us in large numbers. Most of these are harmless to us; indeed, they perform many useful functions. But some cause disease and it is for this reason that instruments for use in surgical procedures, dressings for wounds and many other items needed for patient care, must be sterile.

C.S.S.D. specialises in the following health services:

- ❖ Sterile Surgical Instrument Sets
- ❖ Sterile Consumables
- ❖ Sterile Linen Packs
- ❖ Sterilisation of Customer Supplied Products
- ❖ Package items for Steam Sterilization
- ❖ Package items for (ETO) Ethylene Oxide Gas Sterilization
- ❖ Training in Sterilisation Processes
- ❖ Compilation of Instrument Sets / Packs

