**PRECAUTIONS:**

- Endoscopes and EndoSheath® Technology should not be used without a thorough review and understanding of the User’s Manual.
- Before inserting the Endoscope into the Sheath, ensure that the insertion Tube is Clean, Dry and Undamaged.
- Review the User’s Manual for Recommended Cleaning procedures for the Endoscope.
- If setting up for sterile field, double-glove with sterile gloves.

**BEFORE THE PROCEDURE - SET UP**

1. Carefully place Sheath contents in sterile field.
2. Double glove, Sterile. Apply drape bag to installation stand.
3. Place Sheath into installation stand with accessory port facing out.
4. Gently insert Scope into Sheath with the endoscope label facing forward and the flat edge of the insertion tube against the flat edge of the Sheath connector opening.
5. Lock Sheath to Scope by turning knob 90° (horizontal).

**IMPORTANT NOTE**

- The tip of the scope MUST be straight when placing into Sheath. If there is any resistance in loading, verify that the Sheath channel is properly aligned. If the channel is misaligned / twisted, straighten the channel before continuing scope insertion.

- If resistance is felt during removal. STOP, Make sure the sheath and Scope are STRAIGHT and ensure the channel is not wrapped around the insertion tube. Use the drape bag as a barrier between the fingers and sheath, gently grasp the window of the Sheath and remove the Scope WITHOUT rotating the Scope.

- Double glove before starting removal process. Re-insert Scope into stand, detach clips and move control Body Cover without contaminating handle. Remove outer gloves.

- Detach irrigation/suction Tube from the Flow Control Valve and Water Source.
- Unlock Sheath rom Scope by Turning the Locking Knob to the Vertical Position.
- Remove Scope from Sheath.

**AFTER THE PROCEDURE - REMOVAL**

- Deposit used Sheath and gloves into drape bag and dispose as per hospital policy.

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**Vision Sciences Endoscopes and EndoSheath® Technology Preparation Wall Chart**

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Remove endoscope from Sheath and place in a clean/Sterile area. Do not handle the endoscope with contaminated gloves.

After removing the Sheath, Inspect the endoscope insertion tube and distal bending section and confirm these areas are dry and undamaged.

CLEANING AN INTERMEDIATE LEVEL DISINFECTION (after each procedure)

Gently wash all external surfaces of the endoscope with an appropriate instrument grade detergent or EndoWipe™ Enzymatic sponge.

After washing thoroughly rinse the outside of the Endoscope with clean lukewarm water.

Wipe down the entire Endoscope with Gauze soaked in 70% ethyl/isopropyl alcohol or an EndoWipe™ Towelette. Ensure full coverage of alcohol.

Ensure all external surfaces of the Endoscope are dry prior to installing another Sheath.

LEAK TESTING (If a leak is suspected & if high level disinfection is needed)

Connect the leak tester to the endoscope’s EtO/vent valve. Push down and rotate the leak tester connector clockwise until it is secured.

Pressurise the Endoscope. Ensure leak tester’s valve is closed. Pump the hand bulb until the needle reaches the green section. Maintain pressure for 10 seconds, observing the needle position. Endoscope may require several pumps of the bulb to completely pressurise.

If the needle position remains steady. Immerse the entire scope in water and observe if for 30 seconds. Angulate the distal bending section up and down while the Endoscope is immersed. The absence of air bubbles confirms the scope is air tight. Remove from water and open the leak tester’s valve. Ensure the needle on the pressure gauge fails to zero and disconnect the leak tester from the endoscope.

If the pressure decreases the leak tester connection may be loose or the pressure valve on the leak tester may be open. Re-attach the leak tester. If the symptoms persists, contact Genesis Medical. A small stream of bubbles indicates a leak in the endoscope that was not detected by pressure gauge. Do not continue to use a leaking endoscope and contact Genesis Medical for repair.