Infection. Prevention. Control.
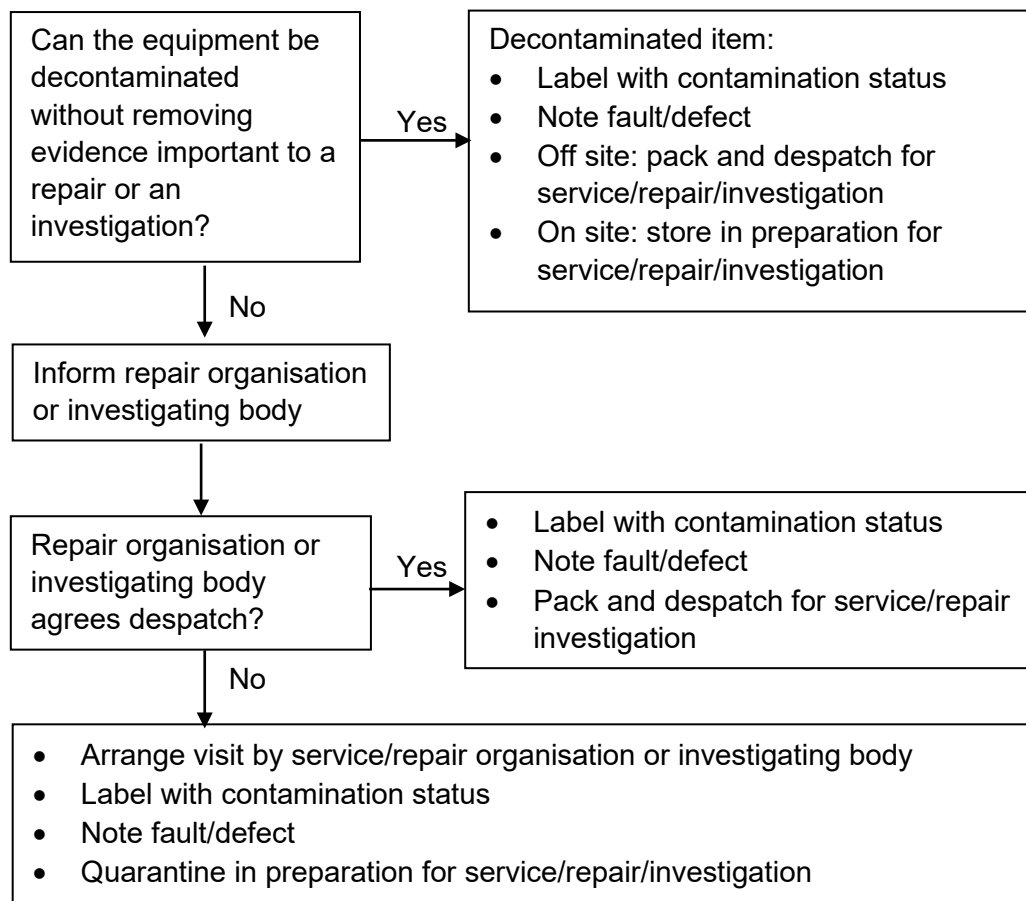### You're in safe hands

NHS

Declaration of contamination status

Flow chart for handling of equipment prior to inspection, service, repair, return to lending organisation or investigation of adverse incident.

Note: It is illegal to send contaminated items through the post.

| Can the equipment be decontaminated without removing evidence important to a repair or an investigation? | **Yes →** | Decontaminated item:
• Label with contamination status
• Note fault/defect
• Off site: pack and despatch for service/repair/investigation
• On site: store in preparation for service/repair/investigation |

↓ No

Inform repair organisation or investigating body

↓

| Repair organisation or investigating body agrees despatch? | **Yes →** | • Label with contamination status
• Note fault/defect
• Pack and despatch for service/repair investigation |

↓ No

- Arrange visit by service/repair organisation or investigating body
- Label with contamination status
- Note fault/defect
- Quarantine in preparation for service/repair/investigation

Ref: DB2003 (05) June 2003 page 11

Declaration of contamination status

From (consignor): ....   **To** (consignee): ....

Address: ....   Address: ....

....

Reference: ....   Reference: ....

Emergency tel: ....

Type of equipment: . ...   Manufacturer: ....

Description of equipment: ....

Other identifying marks: ....

Model No: ....   Serial No: ....

Fault: ....

Is the item contaminated?   **Yes*** ☐   **No** ☐   **Don't know** ☐

* State type of contamination: blood, body fluids, respired gases, pathological samples, chemicals (including cytotoxic drugs), radioactive material or any other hazard ....

Has the item been decontaminated?   Yes(a) ☐   **No(b)** ☐   **Don't know** ☐

(a) What method of decontamination has been used? Please provide details:

Cleaning: ☐   ....

Disinfection: ☐   ....

Sterilisation: ☐   ....

(b) Please explain why the item has **NOT** been decontaminated:

....

....

CONTAMINATED ITEMS SHOULD NOT BE RETURNED WITHOUT PRIOR AGREEMENT OF THE RECIPIENT

This item has been prepared to ensure safe handling and transportation:

Name: ....   Position: ....

Signature: ....

Date: ....   Tel: ....