



For over 50 years, A.M. Bickford, Inc. has been supporting veterinarians with our fine line of anesthesia equipment and supplies. We are a leader in anesthesia equipment safety, and the authorized distributor and service provider for the \*RIKEN Gas Indicator.

Simply known as the "RIKEN," it is the industry standard to certify a vaporizer's anesthetic gas concentration percentage. It is used around the world in both veterinary and human hospitals.

# **Establishing SOPs**

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# **Enhancing Patient and Staff Safety Through Customized SOPs**

When it comes to ensuring the safety of patients and staff, well-defined Standard Operating Procedures (SOPs) are the first line of defense.

# What and Why:

SOPs are detailed, written instructions that guide veterinary staff on how to perform routine tasks. Documenting SOPs ensures consistency, accountability, safety, and quality.

#### Who:

Developing SOPs is a team effort. Remember, your "team" is not just the veterinary staff. Collect manufacturer manuals and maintenance guidelines. Review regulatory requirements and standards set by organizations like the American Animal Hospital Association (AAHA) and the American Veterinary Medical Association (AVMA). Collaborate with other veterinary hospitals, share and improve SOPs. Leverage your relationships with distribution partners for resources like a vendor Lunch & Learns.

#### When:

Although the term "Standard Operating" may sound rigid, SOPs are not set in stone and should be reviewed regularly. Determine whether to review SOPs quarterly or annually. Always immediately update SOPs when your hospital purchases new equipment.

#### How:

When developing your SOPs, work as a team. Share ideas, concepts and experiences that were successful from the past. Visually map each step, and use a whiteboard to take notes and detail each step. Tailor SOPs to the specific needs and equipment used in your veterinary hospital. Consult with veterinary professionals and compliance experts to ensure that your SOPs align with industry best practices and regulatory standards.



Isoflurane Vapomatic™ Vaporizer #20010



# 10 Suggested SOPs to Help Get Started\*\*

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# 1. Anesthesia Machine Setup & Inspection:

- Detailed procedure for setting up & inspecting the anesthesia machine before use
- Steps for checking gas sources, flowmeters, vaporizers, & breathing systems
- Verification of appropriate anesthesia agent & monitoring equipment

# 2. Patient Monitoring During Anesthesia:

- Instructions for continuous monitoring of vital signs, including heart rate, respiratory rate, blood pressure, temperature, & oxygen saturation
- Parameters for adjusting anesthesia levels & interventions based on monitored data.
- Parameters for adjusting anesthesia levels (based on monitored data) & necessary interventions

#### 3. Anesthesia Induction & Maintenance:

- Procedures for induction & maintenance of anesthesia (specifying drugs, dosages, & administration routes)
- Monitoring & adjusting anesthesia depth as needed throughout the procedure

# 4. Emergencies & Crisis Management:

- A detailed protocol for managing common anesthesia emergencies, such as cardiac arrest, hypoxemia, or equipment failure
- Instructions for how to call for assistance & perform life-saving measures

# 5. Anesthesia Equipment Cleaning & Maintenance:

- Detailed instructions for cleaning, disinfecting, & maintaining anesthesia machines, vaporizers, and breathing circuits
- A schedule for qualified technicians to regularly inspect & service the equipment

# 6. Waste Gas Management:

- Procedures for proper disposal & management of waste anesthetic gases to minimize exposure risks to staff
- Guidelines for conducting workplace exposure assessments

# 7. Documentation & Record-Keeping:

 Requirements for maintaining comprehensive records of each anesthesia event, including patient information, drug dosages, monitoring data, & any complications or interventions

# 8. Training & Continuing Education:

- Clear requirements for staff training & periodic retraining on anesthesia equipment & procedures
- Staff participation in anesthesia-related continuing education opportunities (such as xx or yy)

# 9. Quality Assurance & Peer Review:

 A specific process for conducting periodic peer reviews of anesthesia events to identify areas for improvement & ensure compliance with SOPs

# 10. Communication Protocols:

 Procedures for effective communication among veterinary staff, including pre-anesthetic discussions, handovers, & documentation sharing

SOPs are an invaluable tool to enhance safety and quality in your veterinary practice. Working as a team to create SOPs that are tailored to your specific needs and equipment ensures that every step you take is secure, consistent, and reliable.

- \* RIKEN Gas Indicators specifically designed to test anesthetic concentration of vaporizers. RIKEN Gas Indicators CANNOT be used during a patient surgery or monitor anesthesia in the atmosphere.
- \*\* The recommendations provided are just a suggestions. Identify the SOPs needed for your specific hospital & equipment.