

Department	Form _____	Clinic / Practice
Version B Page 1 of 5	Procedural water supply, basic cleaning and disinfection of procedural water lines of medical and dental treatment units by use of the ALPRO-BCS (BottleCareSystem).	Valid from _____

Standard Operating Procedure: SOP _____

Procedural water supply, basic cleaning and disinfection of procedural water lines of medical and dental treatment units by use of the ALPRO-BCS (BottleCareSystem)

This standard operating procedure replaces the version dated: 12.02.2019

Purpose: The enclosed standard operating procedure, given by the company ALPRO MEDICAL, describes the **procedure** of cleaning and disinfection of procedural water lines of dental or oral-surgical treatment units by use of the ALPRO-BCS system, as well as the disinfection of pressure bottles.

Scope: This **standard operating procedure applies for all systems** equipped with a **BottleCareSystem (ALPRO-BCS)**.

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1. Abbreviations and terms:

BCS: BottleCareSystem
SOP: Standard Operating Procedure

2. Responsibility:

Mr / Ms _____

3. Implementation:

3.1 Devices, reagents and materials

- ALPRO-BCS (BottleCareSystem)
- Alpron 1 litre bottle with measuring cap on the lid closure
- Bilpron 6 x 1 litres in cardboard box
- measuring cup with scale [500 ml]
- funnel
- BC-San 100 for cleaning and disinfection of **ALPRO-BCS pressure bottles**
- Safety valve

3.2 Procedure

Following measures form the basis for an efficient functioning of the BottleCareSystem.

a.) *Prior to initial operation*

Prior to the initial operation, the service technician has to carry out a biofilm removal (cleaning and disinfection) by use of BRS[®] (Biofilm Removing System of ALPRO) of all water lines.

b.) Routine operation

Prior to start of work

1. *fill approximately half of the **ALPRO-BCS pressure bottle** with drinking water (according to local drinking water requirements).*
2. *add Alpron concentrate (if necessary by means of a funnel) into the pressure bottle (10 ml for a 1 litre bottle respectively 15 ml for a 1.5 litre ALPRO-BCS pressure bottle) *.*
3. *fill the **ALPRO-BCS** pressure bottle with drinking water up to the mark.*
4. *the solution has to be mixed well.*

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5. screw the ALPRO-BCS pressure bottle containing the Alpron solution in the bottle holding fixture of the **ALPRO-BCS**.
6. pressurise the pressure bottle by operating the lever (position I) at the outside of the **ALPRO-BCS**.
7. flush all treatment water lines connected to the **ALPRO-BCS** (such as instrument tubes and tumbler filler) for at least 2 minutes in order to flush out stale water / Bilpron.
8. now treatment can be started.

Replacement of ALPRO-BCS pressure bottles:

- to **change the pressure bottle, release** the ALPRO-BCS pressure bottle only in **pressurised condition** until you hear that air escapes. Only then switch off compressed air (lever in position 0).
 - then **take the pressure bottle counterclockwise** out of the bottle holder and refill it (as described under items 1 - 4) or replace it by a pressure bottle which has already been prepared (items 5 - 7).
- * *The Alpron ready for use solution has to be prepared freshly per working day.*

IMPORTANT INFORMATION:

Please take care that the pressure bottle always contains sufficient Alpron solution. It should be checked after each patient. Ideally, there is always a second filled pressure bottle available.

c.) After last treatment (lunch break/end of work)

- switch off compressed air from the pressure bottle (lever in position 0)
- at the beginning of the next working day empty the bottle. For this purpose, pressurize the bottle (lever in position 1) and proceed as described in "**Replacement of pressure bottles**" (see above).
- prepare fresh solution (see items 1-7 **Routine Operation**)

d.) At the end of the working week or prior to the beginning of holidays

1. **release the ALPRO-BCS pressure bottle in pressurised condition** until you hear that air escapes. Only then switch off compressed air from the pressure bottle (lever in position 0).
2. remove and empty the pressure bottle.
3. then **clean and disinfect the riser tube and the bottle holding fixture** with a **BC-San 100** soaked cellulose wipe.
4. fill the ALPRO-BCS pressure bottle for break disinfection with Bilpron up to the "max. Bilpron" mark.
5. screw the pressure bottle with Bilpron clockwise into the bottle holder.
6. pressurise the ALPRO-BCS pressure bottle by operating the lever (position I) at the outside of the ALPRO-BCS.
7. now operate all water-bearing **instrument tubes** and if necessary, also the **tumbler filler** until **Bilpron** visibly comes out (blue liquid).

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8. *switch off compressed air (lever in position 0) and leave the ALPRO-BCS pressure bottle at the bottle holder (**non-pressurised**).*

Bilpron may remain in the dental unit for the weekend but also for longer standstill periods (e. g. during holidays).

- **minimum for 12 hours**
- **maximum for 3 months**

**Prior to restart
see item 3.2 b.)**

e.) Internal disinfection of ALPRO-BCS pressure bottle and ALPRO-BCS connecting system with BC-San 100

1. ***The screw threads of the ALPRO-BCS pressure bottles in use, as well as the bottle holding fixture at the BottleCareSystem are to be cleaned and disinfected thoroughly per working day at the end of the day with MinutenWipes or with e. g. a cellulose wipe soaked with undiluted BC-San 100.***
2. ***Processing the inner surfaces of the pressure bottle:***
*to disinfect the inner surfaces of the ALPRO-BCS pressure bottles pour the complete contents (100 ml) of **BC-San 100** into the empty ALPRO-BCS pressure bottle and fill it up with drinking water to the beginning of the screw thread (max. water).*
3. **Contact time:** *At least 6 hours, ideally overnight or over the weekend.*
- 4.1 *During the contact time, we recommend attaching the ALPRO-BCS pressure bottle to the holder of the water supply tank as usual. (See the red note) *.*
- 4.2 *Other ALPRO-BCS pressure bottles, which will be used, must be “filled” as described in point 2 and have to be closed it with a screw cap (included in the scope of delivery) to prevent contamination through the air.*

***ATTENTION:**

Do not pressurise the ALPRO-BCS pressure bottle during its disinfection!

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5. *Prior to the restarting of the water supply system remove and empty the disinfected ALPRO-BCS pressure bottle (see point 4.1). Following, the ALPRO-BCS pressure bottle has to be rinsed thoroughly with drinking water.*

Note:

The used ALPRO-BCS pressure bottles must be cleaned and disinfected on a weekly basis with BC-San 100. (Biofilm protection)

Please observe the expiry date of the ALPRO-BCS pressure bottle!

Do not use the ALPRO-BCS pressure bottle after the stated expiry date!

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Records regarding the disinfection of procedural water lines during breaks

Day of disinfection	Responsible	Initials	Germ test carried out