

## **REGISTER EARLY SPACE LIMITED**

This course is designed for employees working in a Sterile Processing area in the Operating Room, Ambulatory Surgery Center, Hospital or any other facility performing cleaning, decontamination, packaging and sterilization services; including doctor's and dental offices.

The New Jersey State Department of Health now requires certification for personnel performing sterile processing functions. This course will help train you in the best practices for the profession.

At the completion of this course, a certificate of completion will be provided by MCES. This program will prepare candidates to sit for the CBSPD's international certification examinations.

**This course prepares you for either the SPD Certified Technician exam or the Certified Ambulatory Surgery Sterile Processing certification exam.**

All MCES faculty members are credentialed in their profession and have extensive experience in teaching, lecturing and have been published numerous times.

Nancy Chobin  
Medical Center Education Services  
C/o 59 Allerton Road  
Lebanon, NJ 08833

# **Sterile Processing Roles and Responsibilities: A Course for Hospital and Ambulatory Care Personnel**

## **LOCATION**

*Saint Barnabas Health Care  
System Corporate  
Office Building  
95 Old Short Hills Road  
West Orange, New Jersey*

**Classes Start  
Tuesday October 5th**

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SPACE LIMITED**

**Sponsored by  
Medical Center Education  
Services; an affiliate of the Saint  
Barnabas Health Care  
System, New Jersey**

**COURSE LOCATIONS AND DATES:** The courses will be given at the Saint Barnabas Health Care System corporate offices, 95 Old Short Hills Rd., West Orange, NJ. (directly across from Saint Barnabas Medical Center) in the rooms specified. **The classes start at 6:00PM at end at 9:00PM each night. Parking is free. Classes will be held on Tuesday and Friday nights as follows (there is no class the Fri. after Thanksgiving):** Tues. 10/5 (room 2-A); Fri 10/8 (HRT room); 10/12, HRT; 10/15 (2 B&C); 10/19 (HRT); 10/22 (HRT); 10/26 (2-A); 10/29 (HRT); 11/2 (HRT); 11/5 (2B&C); 11/9 (HRT); 11/12 (HRT); 11/16 (HRT); 11/19 (HRT); 11/23 (HRT); 11/30 (HRT); 12/3 (HRT); 12/7 (HRT); 12/19 (2B&C). We may not need all the dates but you should make plans for all of them.

**FEES:** The fee for this course is \$525 which includes *The Basics of Sterile Processing Textbook and Workbook*, which is required. Employees of the SBHCS who are currently working in SPD pay a reduced fee of \$425(must submit proof of employment).

**Course requirements:** All individuals registering for this course should be currently employed in SPD for a minimum of 3 months time.

**NOTE: Instructors:** Nancy Chobin, RN, AAS, ACSP, CSPDM; Cathy Rubin, CHL. All instructors are certified and have extensive experience in sterile processing and teaching this course.

## COURSE CONTENT

- Introduction to Sterile Processing
- Responsibilities, Regulations
- Anatomy & Physiology (basic)
- Microbiology/Infection Control
- Decontamination
- Chemical Disinfection
- Preparation and Handling of Surgical Instruments
- Preparation and Packaging for Sterilization
- Sterilization; steam, table top sterilizers; dry heat, ethylene oxide gas, low temperature gas plasma, peracetic acid
- Sterile Storage
- Inventory Control
- Supply Distribution

## REGISTRATION DEADLINE Tuesday September 28, 2010

**NOTE: A minimum of 10 students is needed to hold this course or it will be cancelled; a full refund will be made.**

**The full registration fee is due with your registration form. ALL PAYMENTS MUST BE IN THE FORM OF A MONEY ORDER OR FACILITY CHECK – NO PERSONEL CHECKS CAN BE ACCEPTED**

## REGISTRATION FOR Please register me for the “Sterile Processing Roles and Responsibilities Course in Livingston, NJ

**PLEASE PRINT ALL INFORMATION:**

**NAME:** \_\_\_\_\_

**HOSPITAL:** \_\_\_\_\_

**DEPT:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

Is this your home address? \_\_\_\_\_

**CITY:** \_\_\_\_\_

**ST:** \_\_\_\_\_ **ZIPCODE:** \_\_\_\_\_

**TEL:** \_\_\_\_\_  
(Area Code) Ext.

**FAX:** \_\_\_\_\_  
(Area Code)

**email:** \_\_\_\_\_

**CHECK HERE IF DIRECTIONS NEEDED:** \_\_\_\_\_

**Please make payments payable to: MCES  
(Medical Center Education Services)**

**Mail to:  
Nancy Chobin RN  
Medical Center Education Services  
59 Allerton Road  
Lebanon, New Jersey 08833**