SMS
sterilization monitoring service

spore testing
QUICK GUIDE

STERILIZATION MONITORING SERVICE

614-292-6737   888-476-7678

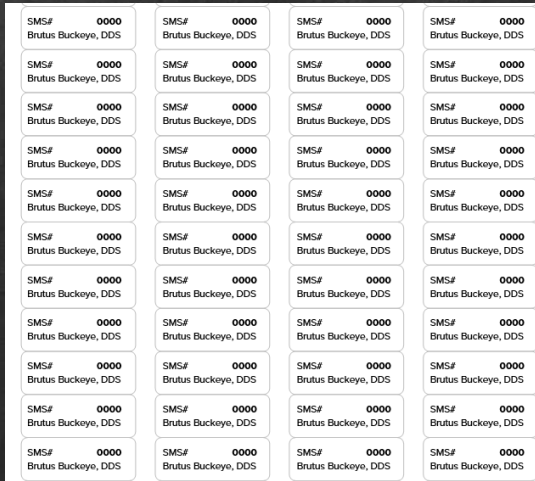# CONTENTS

ACCOUNT LABELS

Each SMS account label includes your account number and the name of your office. The SMS account label is essential and identifies your account on your test envelope.

For your convenience, we have placed a label on each of your testing envelopes (effective April 2023).

W H Y
use SMS account labels?

To decrease the length of time it takes to process your spore test. By using the SMS account labels, your test is processed within 1 business day. Account labels allow for accurate identification of your spore test envelope.

W H A T
is the importance of SMS account labels?

To identify your account on the test envelope. A test cannot be processed without this information and your testing results are significantly delayed.

ACCOUNT LABELS

H O W
to identify your account number

This label identifies your registered office name & SMS account number.

H O W
to identify each sterilizer

For each sterilizer in your office, assign a number to identify each unit.

Using a sticker, label maker, tape or magic marker --- identify the physical unit with an assigned number.

The number is critical for test documentation purposes and to prove weekly testing on all sterilizers.

letters	A = autoclave/steam	C = chemiclave	D = dry heat oven
numbers	1 = 1st unit	2 = 2nd unit	3 = 3rd unit etc.

For example --- if your office has 3 autoclaves, each one would be assigned a number and be labelled as units A1, A2 and A3.

If a spore strip packet is run through the sterilizer labelled as A1 --- circle "1" on the test envelope. If a spore strip packet is run through the sterilizer labelled as A2 --- circle "2" on the envelope, etc.

Every sterilizer tested must have a number circled / identified on the test envelope.
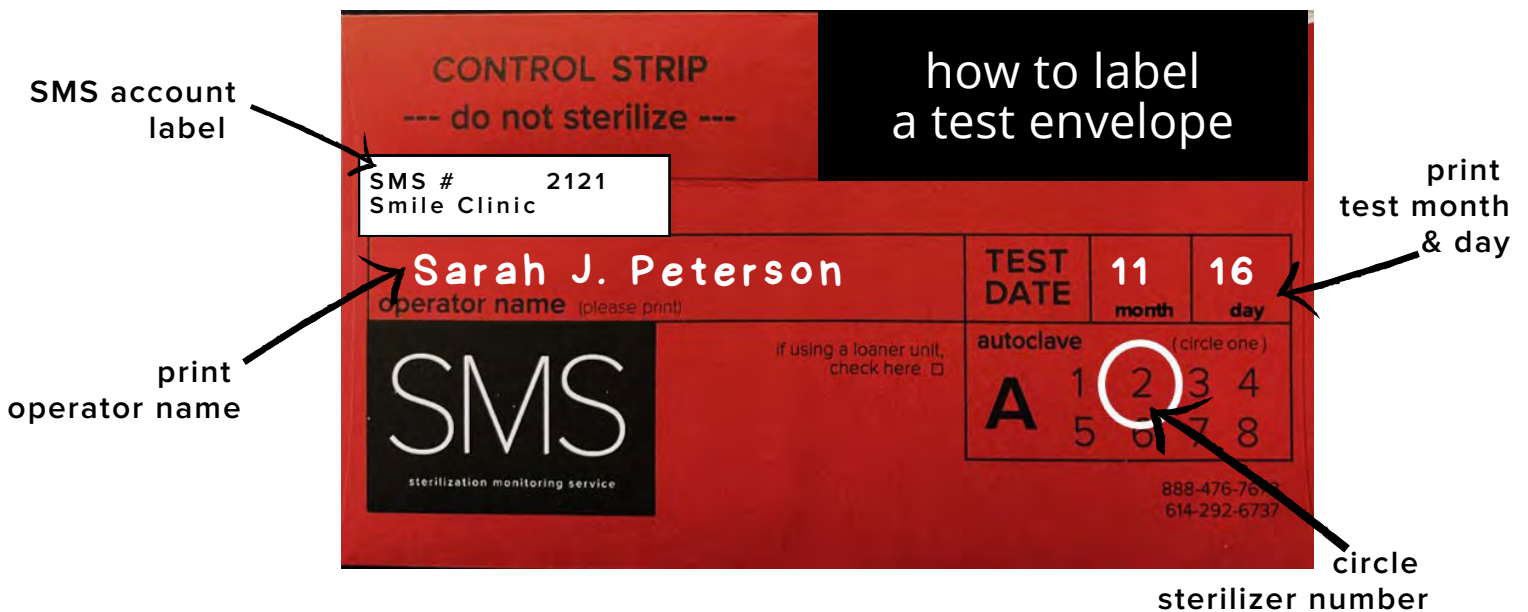
TEST ENVELOPES

W H O
is the operator?

The operator is the person who runs the spore test.
Print the operator name in the indicated box.

W H A T
is the test date?

The test date is the month & day that the test was run in the sterilizer. Print the test month & day in the indicated boxes.

SMS account label

print operator name

how to label a test envelope

print test month & day

circle sterilizer number

CONTROL STRIP
--- do not sterilize ---

SMS #   2121
Smile Clinic

Sarah J. Peterson
operator name (please print)

if using a loaner unit, check here ☐

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TEST DATE | 11 month | 16 day

autoclave   (circle one)
A   1 2 3 4
     5 6 7 8

888-476-76
614-292-6737

H O W
to identify equipment?

STERILIZER TYPE
Envelope colors indicate sterilizer type. Red (pictured above) is used for steam sterilizers/autoclaves. Gray is used for dry heat ovens. Green is used for chemiclaves.

STERILIZER NUMBER
Circle the number of the unit tested. Each sterilizer must be assigned a number (see page 3 for how to identify each sterilizer).

POCKETS

The test envelope has two pockets. Inside each pocket is a tiny spore strip packet.

LEFT pocket
is sealed and must remain sealed
contains 1 control spore strip packet
that is <u>NOT</u> removed from sealed pocket

RIGHT pocket
is open / unsealed
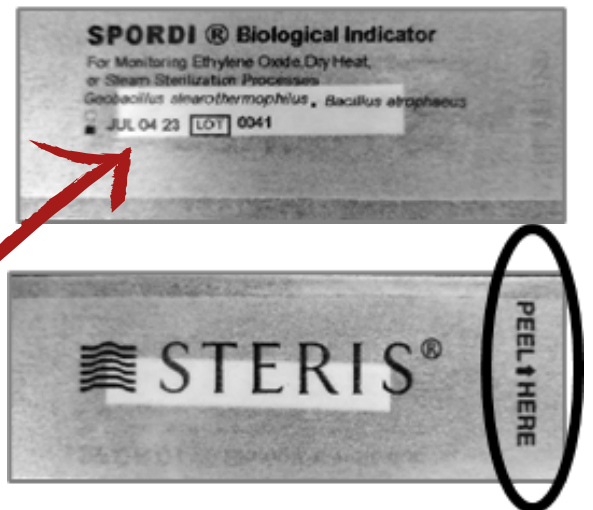contains 1 test spore strip packet
that is removed from pocket

The test envelope is **NOT** placed in the sterilizer. See next page for a step-by-step guide to testing.

PACKETS

Each paper spore strip is enclosed in a protective packet (glassine envelope).

The packet is labeled with manufacturer information and lists an expiration date.

Any test run after the listed expiration date is invalid and does **NOT** serve as documentation for weekly testing.

I M P O R T A N T
- do **NOT** "peel here"
- do **NOT** open protective packet
- do **NOT** remove paper spore strip from protective packet

TESTING GUIDE

S T E P   1
REMOVE SPORE STRIP PACKET
from RIGHT open pocket of test envelope
remove spore strip packet (SSP)

S T E P   2
PACKAGE in POUCH
package SSP in a cassette / bag / pouch to be sterilized

S T E P   3
STERILIZE and REMOVE
place pouch with SSP in middle of sterilizer with normal load
run cycle | remove pouch when cycle is complete

S T E P   4
REMOVE SSP
remove SSP from sterilizer pouch

S T E P   5
PLACE in TEST ENVELOPE
insert SSP into RIGHT open pocket of test envelope
to seal, close adhesive flap

S T E P   6
PREPARE TEST ENVELOPE
back of test envelope
   - print operator name
   - print test date
   - circle sterilizer number

front of test envelope
   - on left, add office return address
   - on right, place postage in white box

flap

CONTROL STRIP
--- do not sterilize ---   TEST STRIP

sms label (place here)

operator name (please print)

TEST DATE | month | day

autoclave   (circle one)
A   1   2   3   4

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888-476-7678
dentistry.osu.edu/sms

S T E P   7
MAIL TEST ENVELOPE
mail envelope SAME DAY test is run

ACCESSING
spore|check

For all of your testing and ordering needs, SMS uses Salesforce, a company that makes cloud-based software designed just for businesses.

Our customized web-based platform (spore | check) allows you to place online orders, access test results, order history, account information and monthly reports all in one convenient location.

Unlike a website, spore | check is only available to SMS clients and requires an email and password to log-in. One office email must be registered with SMS to set up your account.

To access the log-in screen, visit go.osu.edu/smsportal

If you need assistance with accessing spore | check , or if need additional information, please contact us at 614-292-6737 or 888-476-7678.

RESOURCES & MORE

To access the resources listed below & more --- scan this QR code or visit **go.osu.edu/sms**

print materials

- TO DO List for Sterilization Monitoring
- All About Sterilization Monitoring
- SMS Newsletters

spore|check

- How to Access Tests & Reports
- How to Report Non-Tests

troubleshooting

- Failure Errors & Problems

videos

- OSAP - If Saliva Were Red...
- MISSION IMPOSSIBLE | test envelopes
- HOW to SPORE TEST

calendars & logs

- Testing Calendar - full year (current year)
- Testing Calendar - full year (new year)
- VerifySTEAM ™ Class 5 Integrator Test Log

forms & certificates

- Order Form
- Certificate of Participation

BUNDLE
& SAVE OFFER

SMS BUNDLE & SAVE DISCOUNT
Spore Tests + Integrating Indicator Strips

Compare what you currently pay for 1000 integrating integrator strips to our bundle & save discount --- our discounted price is less!

Order your weekly spore testing kit and integrating indicator strips at the same time and receive a $50 discount. SMS spore testing kit ($270) + 1000 integrator strips ($200 ~~$250~~) = $470.
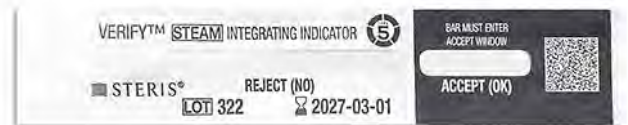

WHY USE INTEGRATING INDICATOR STRIPS?

Integrating integrator strips are recommended for use in every load run in a steam sterilizer.

STERIS Verify® Steam Integrating
Indicator Strips | Type 5
These strips are used to confirm that all parameters (time, temperature and saturated steam) have been met in each steam sterilizer load. This allows for a confident release of sterilized instruments while awaiting weekly spore test results.

An order of 1000 strips allows for using 19 strips (19 loads) per week. Integrator strips have a 3-year expiration date and are stored at room temperature.

Integrating indicator strips do not replace biological spore testing.

CONTACT US

Our SMS team at The Ohio State University College of Dentistry is committed to helping you with all of your biological monitoring needs. We welcome your questions and are happy to assist!

STERILIZATION MONITORING SERVICE

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Hours
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8:00 am - 4:00 pm

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