



# Laser Safety Program Recommended Structure

### Create a Laser Safety Committee

- A cross section of appropriate health care professionals should be on the committee
- Determine a designee to record the meeting notes
- Determine the frequency of the meetings
- Define the meeting agenda
- Develop physician credentials and health care laser use privilege requirements
- Develop laser safety guidelines, policies and standard operating procedures when necessary or feasible

### Create a Laser Safety Program Policy and Procedure Document

- Address laser hazards and control measures for all aspects of laser use
- Establish a Nominal Hazard Zone for each wavelength
- Establish criteria and authorization required for health care personnel directly involved with laser procedures (HCP training and laser operator/user credentials)
- Establish control measures such as providing protective eyewear, warning signs, plume evacuation and removal of defective equipment
- Identify a recording process of laser inventory, accident/ injury reports, maintenance records and product manuals
- Develop and use laser safety checklist and usage logs
- Establish a key interlock system, including the storage and security of laser keys when not in use
- Establish a patient safety policy, including proper laser safe endotracheal tubes, airway safety procedures, effective patient eyewear and room lighting
- Identify how lasers, laser accessories and medical instruments are managed, cleaned and maintained
- Identify safe handling, inspection, maintenance and tracking process for disposable & reusable products
- Establish a reporting process for defective equipment and tag out procedures
- Implement a laser control audit and determine frequency to measure safety program effectiveness



### Define an Equipment Cleaning Process

- Define the steps and cleaning solutions to be used in the cleaning process before and after every procedure
- Specify cleaning tools that are required to clean the equipment and accessories
- Identify personnel or department responsible to complete the cleaning process
- Audit the effectiveness of the cleaning process
- Maintain manufacturer recommended cleaning and sterilization instructions

### Establish an Equipment Testing Process

- Establish a process for inspecting device components
- Define testing frequency
- Determine who is responsible for performing inspections and tests
- Identify where test records are to be kept
- Define criteria for a successful and unsuccessful test

The laser safety program structure recommendations, as defined and created by AORN, ANSI, OSHA and The JointCommission, include, but are not limited to, the bullet points listed above.

Learn more at [www.agilityhealth.com/surgical](http://www.agilityhealth.com/surgical)

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