

The Open Polytechnic Certificate in Sterilising Technology

PROGRAMME CODE: OP3171

The Open Polytechnic Certificate in Sterilising Technology is designed for people using sterilisation procedures in healthcare facilities. It provides training and assessment in the decontamination and sterilisation of instruments, equipment or materials for health purposes.

The Certificate is a qualification recognised by the New Zealand Sterile Services Association.

On successful completion of the Certificate individuals will be able to:

- Describe the principles of infection control
- Demonstrate safe work practices related to the transportation and handling of contaminated instruments and materials
- Demonstrate correct cleaning methods for selected instruments and equipment
- Select and apply correct decontamination methods for specific instruments, equipment and materials
- Package supplies for sterilisation to required workplace standards
- Load and unload sterilisers in accordance with manufacturer's instructions
- Maintain safe storage of sterile supplies
- Explain and demonstrate processes for monitoring and testing sterilisers
- Describe and apply workplace policies regarding sterilisation practice
- Identify and describe New Zealand standards related to cleaning, disinfection and sterilisation
- Adhere to best practice for pre-sterilisation, during sterilisation and post-sterilisation processes.

••• Programme Structure

The programme consists of 7 courses, which are delivered in two modules.

Module one consists of:

COURSE	TITLE	CREDITS	LEVEL
3300	Microbiology and infection control	5	3
3301	Decontamination and care of instruments	3	3
3302	Packaging, handling and storage of sterile supplies	4	3

Module two consists of:

COURSE	TITLE	CREDITS	LEVEL
3303	Steam sterilisation	6	3
3304	Low temperature sterilisation, dry heat sterilisation and gamma radiation	4	3
3305	Monitoring and testing of sterilisers	3	3
3306	Sterilising technology practice	15	3

Before enrolling in courses in module two you are required to have successfully completed all courses in module one.

You are required to enrol in all courses within a module at once. If you don't successfully pass the requirements of a course you can reenrol in that individual course.

❖ Entry Requirements

To gain entry to all courses in the Open Polytechnic Certificate in Sterilising Technology you need to:

- Be employed in a New Zealand healthcare facility providing sterile services

Exemption: This entry requirement will not apply if the Academic Registrar of the Polytechnic is satisfied that you are capable of completing the coursework and workplace requirements by reason of your current work situation

- Have a supervision agreement with an approved workplace supervisor
- Be a member of the New Zealand Sterile Services Association.

To enrol in course 3303 you will need to have access to a workplace suitable for completing practical tasks using steam sterilisation.

To enrol in course 3304 you will need to have access to a workplace suitable for completing practical tasks using low temperature and dry heat sterilisation.

If you do not have access to all the required sterilisation methods in your workplace please contact the Programme Leader before submitting your enrolment application.

❖ Enrolment

To enrol in the Certificate in Sterilising Technology (Level 3), you must complete an Application for Enrolment form and return it to The Open Polytechnic.

In addition, you will need to submit a signed supervision agreement with details of your named workplace supervisor.

Choosing a workplace verifier

Before enrolling you will need to gain the consent of your manager and a person in your workplace who will act as your workplace verifier. Your workplace verifier should be in a position to oversee your work. Ideally that person should be the person responsible for your work. Your workplace verifier will be asked to verify that:

- your work is an accurate account of workplace policies and procedures and
- you have completed workplace tasks to the standard required in your workplace.

The supervision agreement enclosed with your enrolment pack outlines the four-way relationship between The Open Polytechnic, your employer, your verifier and you. Your verifier will be required to complete the Verifier Information form on the back of the supervision agreement outlining their qualifications and sterile services experience.

Please ensure that these are completed before sending in your enrolment application. The programme leader will approve your choice of verifier in consultation with the New Zealand Sterile Services Association.

... Study Period

The study period for each module is 16 weeks. There are set times for submitting assessments for each course on page 5.

... Assessment

Each course has a written assessment that has to be completed and returned to The Open Polytechnic for marking. The assessments are based on the learning outcomes for each course. To gain credit for a course you are required to meet all the competency requirements of the course assessment.

...❖ Key Dates

EVENT	DATE
Enrolments Open	10 November 2005
Last day for enrolment in Module 1	15 December 2005
Module 1 starts	16 January 2006
Course 3300 assessment due	27 February 2006
Course 3301 assessment due	20 March 2006
Course 3302 assessment due	17 April 2006
Enrolments for module 2 open	1 May 2006
Last day for enrolment in Module 2	29 May 2006
Module 2 starts	19 June 2006
Course 3303 assessment due	31 July 2006
Course 3304 assessment due	28 August 2006
Course 3305 assessment due	18 September 2006
Course 3306 assessment due	9 October 2006
Programme finishes	9 October 2006

...❖ Material Provided

The study material is print based and includes self-check and reflection exercises.

When you enrol in a module all the material for the courses in that module will be sent to you so you can then plan your study around a time and place that suits your personal situation.

Some courses include workplace-based tasks that assist in integrating the theory you learn with practical work.

Materials will be available after 4 January 2006.

... Fees

Fees for 2006 are shown below.

Module one

COURSE	TITLE	NZ*	INTERNATIONAL
3300	Microbiology and infection control	\$60	\$120
3301	Decontamination and care of instruments	\$40	\$80
3302	Packaging, handling and storage of sterile supplies	\$50	\$100
	Total tuition fee for Module 1	\$150	\$300

Module 2

COURSE	TITLE	NZ*	INTERNATIONAL
3303	Steam sterilisation	\$70	\$140
3304	Low temperature sterilisation, dry heat sterilisation and gamma radiation	\$50	\$100
3305	Monitoring and testing of sterilisers	\$40	\$80
3306	Sterilising technology practice	\$180	\$360
	Total tuition fee for Module 2	\$340	\$680

** New Zealand student*

New Zealand citizens of any age or a New Zealand permanent resident living in New Zealand; or a citizen of Australia living in New Zealand.

International students must be residing in New Zealand to study the Certificate in Sterilising Technology.

Administration Fee

A single (non-refundable) fee of \$40 will apply to your first enrolment only during each academic year. Any subsequent enrolments made during that period will not incur this fee.

•••❖ Key Contacts

The programme leader, library and student support personnel are available on freephone **0508 650 200** (if you are calling from New Zealand) and via email during usual business hours.

***Note:** The Open Polytechnic is closed on public holidays.*

Programme Leader

Lyn Mowles

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Administration enquiries

Tina van Duin

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Academic Registrar

Phone: **0508 650 200**

Extension: **5660**

Email: **registrar@openpolytechnic.ac.nz**

More Information

For further information, call The Open Polytechnic of New Zealand on freephone **0508 650 200**, or write to:

The Open Polytechnic of New Zealand

Private Bag 31914

Lower Hutt

or look at our world wide web page

<http://www.openpolytechnic.ac.nz>