

<b>Reference:</b>	FOI.19760.26
<b>Subject:</b>	Endoscopy
<b>Date of Request:</b>	25 February 2026

**Requested:**

**Timing in Endoscope Reprocessing**

1. How many endoscopes per month are reprocessed in your department?
2. Does your endoscopy service record the time interval between completion of an endoscopic procedure and performance of bedside pre-cleaning?
3. After an endoscopic procedure, is the time recorded between the pre-clean and manual cleaning?
4. How is the time recorded for bedside pre-cleaning?  
(e.g. electronic tracking system, manual log, automated timestamp, or other method)?
5. Is the time interval recorded or monitored between completion of bedside pre-cleaning and commencement of manual cleaning?
  - a. If yes, how is this interval captured or monitored?
6. Are timestamps recorded for individual stages of the endoscope reprocessing pathway (e.g. pre-cleaning, transport, manual cleaning, automated reprocessing, drying, storage)?
  - a. If yes, please indicate which stages are timestamped, and how (e.g. electronic tracking system, manual log, automated timestamp, or other method)?
7. Is the time taken to perform manual cleaning of the endoscope recorded?
  - a. If yes, please outline how this length of time is recorded (e.g. electronic tracking system, manual log, automated timestamp, or other method)?
8. Does your service monitor endoscope turnaround time (defined as the interval between procedure completion and readiness for next clinical use)?
  - a. If yes, please outline how this is measured.
9. Where recorded data are available, please provide the typical, median, or average timeframe over the last 12 months for:
  - Procedure completion to bedside pre-clean
  - Pre-clean to manual cleaning
  - Duration of manual cleaning
10. How are critical time barriers monitored during endoscope reprocessing?
11. Is there currently a staff member responsible for time management in endoscope reprocessing?

### **Staffing and Traceability Within Your Endoscopy Service**

12. If your organisation holds recorded information on staffing levels involved in manual cleaning or decontamination tasks (for example, the number of staff assigned to sink cleaning), please provide this information.

a. If yes, please provide the recorded information held.

13. How many staff are currently designated for endoscopy reprocessing?

14. Are electronic tracking or traceability systems used in endoscopy reprocessing?

a. If yes, please provide the name or type of system used where recorded.

15. Would you be interested in using time-lapse indicator labels in conjunction with your current track & Trace system to assist with departmental time management?

a. If yes, please provide contact details for samples to be sent.

### **Delays within Endoscopy Reprocessing**

16. Does your organisation hold recorded information about when delays occur within the reprocessing pathway (e.g. escalation procedures, incident reporting, or deviation documentation)?

a. If yes, please state which information is held.

17. How many endoscopes per month are not reprocessed within the 1 hour recommended guidelines?

18. How many endoscopes have been returned for reprocessing due to delays in reprocessing?

### **Response:**

1. Hywel Dda University Health Board (UHB) confirms an average of two thousand, two hundred and seventy-three (2,273) endoscopes are reprocessed per month by the four (4) departments within the UHB.
2. The UHB confirms the Endoscopy departments do record the time interval between completion of an endoscopic procedure and performance of bedside pre-cleaning.
3. The UHB confirms that the time between the pre-clean and manual cleaning following an endoscopic procedure is recorded.
4. The time for bedside pre-cleaning is recorded through an Electronic Tracking System.
5. The UHB confirms the time interval between completion of bedside pre-cleaning and commencement of manual cleaning is captured via the Electronic Tracking System.
6. The UHB confirms timestamps are recorded for individual states of the endoscope reprocessing pathway.

The stages recorded via the Electronic Tracking System are:

- Pre-cleaning
- Manual cleaning
- Automated reprocessing
- Drying
- Storage

The stages not recorded are:

- Transport

- The UHB confirms the time taken to perform manual cleaning of the endoscope is not recorded. However, the Electronic Tracking System is scanned to record the completion of this stage of the cleaning process.
- The Endoscopy service does not monitor endoscope turnaround time.
- The UHB provides within the table below the average time for each stage of the cleaning process, during the period 1 March 2025 to 1 March 2026.

Procedure completion to bedside pre-clean	1 second
Pre-clean to manual cleaning	43 minutes
Duration of manual cleaning	Not held

- Critical time barriers are monitored by checking endoscope and machine availability, and what procedures are scheduled for a given day. Staff will then prioritise endoscope re-processing to ensure critical time barriers are met to avoid any patient delays.
- The UHB confirms Endoscopy Quality Coordinators are responsible for time management of endoscope reprocessing.
- The UHB confirms there are two (2) Decontamination Technicians assigned to all endoscopy reprocessing tasks for single lists, however, if there are two (2) lists running side by side then a third (3) Decontamination Technician is assigned to endoscope reprocessing.
- The UHB confirms all forty (40) Decontamination Technicians are trained to perform endoscopy reprocessing tasks.
- The UHB confirms the Health Edge tracking system is used in Endoscopy reprocessing.
- The UHB does not consider this to be a valid Freedom of Information (Fol) request. The FoIA covers any recorded information that is held by a public authority; recorded information includes printed documents, computer files, letters, emails, photographs, and sound or video recordings. The FoIA does not cover information on estimates, opinions or recommendations. The UHB has an obligation to provide information already in recorded form but cannot create new information to answer a question.
- The UHB confirms it holds the following recorded information around when delays occur within the reprocessing pathway:
  - Non-conformance reporting
  - Incident reporting
  - Contingency plans

17. The UHB confirms five (5) endoscopes are not reprocessed within the one (1) hour recommended guideline per month.

18. The UHB confirms zero (0) endoscopes have been returned for reprocessing due to delays in reprocessing.