



DEPARTMENT OF THE NAVY
BUREAU OF MEDICINE AND SURGERY
7700 ARLINGTON BOULEVARD
FALLS CHURCH VA 22042

IN REPLY REFER TO
BUMEDINST 6000.21
BUMED-M3
16 Mar 2022

BUMED INSTRUCTION 6000.21

From: Chief, Bureau of Medicine and Surgery

Subj: STERILE PROCESSING DEPARTMENT TECHNICIAN PERSONNEL
QUALIFICATION STANDARDS PROGRAM

Ref: (a) DHA-PM 6025.13, Volume 2
(b) NAVEDTRA 43699-3

1. Purpose. To delineate policy, procedures, and responsibilities for the Sterile Processing Department (SPD) Technician Personnel Qualification Standards (PQS) Program.
2. Scope and Applicability. This instruction applies to all budget submitting office (BSO) 18 activities. Completion of the SPD PQS applies to Navy personnel reprocessing reusable medical and dental instruments and devices assigned to BSO-18 commands, units, and operational activities.
3. Background. Sterile processing departments can process thousands of reusable medical and dental instruments and devices within daily operations. Sterile processing technicians serve a critical role in reducing the number of healthcare associated infections and minimizing negative patient outcomes. The SPD PQS Program delineates the minimum knowledge, skills, and abilities the sterile processing technicians must demonstrate before performing specific sterilizing duties. The program also establishes a learning continuum focusing on developing a foundational knowledge of sterile processing standards, per reference (a).
4. Policy
 - a. All active duty, enlisted, or civilian staff reprocessing reusable medical and dental instruments in sterile processing locations must complete the SPD PQS Program as outlined in subparagraphs 4a(1) through 4a(3).
 - (1) Complete the SPD PQS Program within 2 months of assignment to a sterile processing location, as established in reference (b). All new staff assigned to sterile processing must be designated as “under instruction” until they have successfully completed the PQS. New staff cannot perform any sterile processing tasks without direct supervision. This requirement includes staff members who have completed the PQS at a previous location or command.
 - (2) Complete “Workstations 301 through 306” per reference (b), to validate staff competency sustainment established by local guidance annually.

(3) PQS candidates must demonstrate proficiency in each of the competencies as documented in the PQS sections per reference (b).

b. Per reference (b), military or civilian SPD technicians who have been designated, in writing by the commanding officer, as an SPD qualifier or preceptor can validate PQS competencies. Although it is not required, national certification as a sterile processing technician is encouraged for all SPD qualifiers. The names of designated qualifiers should be made known to all members of the department.

c. PQS completion must be documented for all staff working in sterile processing. A copy of relevant watchstation and workstation PQS final qualification, in sections 301 through 306 of reference (b), must be maintained in the individual's training file.

d. The command is responsible for the administration of the SPD Technician PQS.

5. Records Management

a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Directorate for Administration, Logistics, and Operations, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the Department of the Navy Directorate for Administration, Logistics, and Operations, Directives and Records Management Division program office.

6. Review and Effective Date. Per OPNAVINST 5215.17A, Bureau of Medicine and Surgery (BUMED) Medical Operations (BUMED-M3) will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, Department of Defense, Secretary of the Navy, and Navy policy and statutory authority using OPNAV 5125/40, Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim, and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9.

BUMEDINST 6000.21
16 Mar 2022

Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.



G. D. SHAFFER
Acting

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Navy Medicine Web site at, <https://www.med.navy.mil/Directives>