



## How to Disinfect and Clean DS8100-HC Series Scanners and Cradles

This document details how you can safely clean and disinfect DS8100 Series Scanners, as well as the monthly maintenance routine that will help keep your devices up and running.

### DIGITAL SCANNERS

- Cleaning the exit window is required. A dirty window may affect scanning accuracy.
  - Do not allow any abrasive material to touch the window.
  - Remove any dirt particles with a damp cloth.
  - Wipe the scanner window using a tissue moistened with an approved cleanser (listed below).
  - Do not spray water or cleaning liquids directly into the window.
- If required, wipe the digital scanner with one of the approved cleaning agents listed in this document.

### DIGITAL SCANNER CRADLES

- Do not pour, spray or spill any liquid on the cradle. Wipe the cradle using the same approved cleansers at the digital scanners.

### APPROVED CLEANING AGENTS

Only use cleaning agents from the following list, following the manufacturer's instructions:

- Ammonium Chloride 10%\*
- Cloro-Wipe Towelette\*
- Clorox® Non-Bleach Disinfecting Wipes\*
- Oxivir® Tb Wipes
- 3% Hydrogen Peroxide Solution
- Sani-Cloth® Bleach Wipes
- Sani-Cloth® Plus Germicidal Wipes
- 91% Isopropyl Alcohol Solution
- MetriCide® 28 Day Solution (2.5% Glutaraldehyde)
- CaviWipes® Disinfecting Towlettes
- Virex® II 256 Disinfectant Cleaner
- Cidex® OPA
- Sani-Cloth® HB Germicidal Wipes
- Sani-Cloth® PDI AF3 Wipes
- Super Sani-Cloth® Wipes
- Windex® Original
- Windex® Multi-Surface Anti-Bacterial Spray
- Formula 409® Glass and Surface
- Hepacide Quat® II
- Dispatch® Wipes

- Clinell Wipes
- Betco Fight-Bac RTU
- Diversey Oxiver Wipes
- Diversey Dimension 256 Neutral Disinfectant Cleaner
- Chlor-Clean
- BruTab 6S® Effervescent Disinfectant Sanitizer
- Spartan Super HDQL 10
- Surgipath Cloro-Wipe Towelette
- Veridien Viraguard
- Steris Coverage Plus Germicidal Surface Wipes
- Clorox Healthcare Hydrogen Peroxide Cleaner Disinfectant Wipes
- Clorox Healthcare Multi-Surface Quat Alcohol Wipes
- Diversey Suma Bac D10
- Sodium Hypochlorite 6%
- Oleic Acid
- HB Quat Disinfectant Cleaner Concentrate (H25)
- HSP USA "HSP20"
- Oxycide Daily Disinfectant Cleaner
- Steriplex

\*Scanner only, do not use on cradle

**KNOWN HARMFUL INGREDIENTS**

The following chemicals are known to damage the plastics on Zebra digital scanners and cradles and should not come in contact with the device:

- Ammonia solutions
- Compounds of amines or ammonia
- Acetone
- Ketones
- Ethers
- Aromatic and chlorinated hydrocarbons
- Aqueous or alcoholic alkaline solutions
- Ethanolamine
- Toluene
- Trichloroethylene
- Benzene
- Carboric acid
- TB-lysoform

**Special notes on hand sanitizers utilized in the work environment**

Some hand sanitizers commonly used in the healthcare environment may contain the harmful ingredients listed above, such as ethanolamine. Hands must be completely dry before handling the digital scanners and cradles to prevent inadvertent contamination with known harmful ingredients and damage to the plastics.

**DAILY CLEANING AND DISINFECTING**

Following are the cleaning and disinfecting instructions for environments that require daily or more frequent cleaning to prevent the spread of germs.

- 1) Dampen a soft cloth with one of the approved cleaning agents listed above or use pre-moistened wipes
- 2) Gently wipe all surfaces, including the front, back, sides, top and bottom. Never apply liquid directly to the scanner. Be careful not to let liquid pool around the scanner window, trigger, cable connector or any other area on the device.
- 3) Be sure to clean the trigger and in between the trigger and the housing (use a cotton-tipped applicator to reach tight or inaccessible areas).

- 4) Immediately dry the scanner window after cleaning with a soft non-abrasive cloth to prevent streaking.
- 5) Allow the unit to air dry before use. Bleach products are known to corrode metals. Avoid allowing any bleach based product to come in contact with the metal electrical contacts on the scanner, the battery or the cradle. Should a bleach based product accidentally come in contact with any of the electrical contacts it is important to immediately rinse the contacts with water. Bleach can corrode metal in a matter of minutes if not rinsed completely.

**MONTHLY 'DEEP CLEANING' MAINTENANCE**

Keep your Zebra digital scanner and cradle in good working order with a regular comprehensive cleaning routine to remove the natural build-up of dirt that occurs with everyday use on connectors and the scanner exit window as well as the main surfaces of the device.

- 1) **Housing:** Follow the instructions for daily cleaning and disinfecting above to give the housing a general cleaning.
- 2) **Scanner exit window:** Wipe the scanner exit window with a lens tissue or other material suitable for cleaning optical materials such as eyeglasses.
- 3) **Scanner connector:**
  - a) Dip the cotton portion of a cotton-tipped applicator in isopropyl alcohol.
  - b) Rub the cotton portion of the cotton-tipped applicator back-and-forth across the connector on the Zebra scanner. Do not leave any cotton residue on the connector.
  - c) Repeat at least 3 times.
  - d) Use the cotton-tipped applicator dipped in alcohol to remove any grease and dirt near the connector area.

- e) Use a dry cotton tipped applicator and repeat steps b, c and d. (Note: use dry swab only, no alcohol.)

**4) Cradle connector:**

- a) Remove the DC power cable from the cradle.
- b) Dip the cotton portion of a cotton-tipped applicator in isopropyl alcohol.
- c) Rub the cotton portion of the cotton-tipped applicator along the pins of the connector. Slowly move the applicator back-and-forth from one side of the connector to the other. Do not let any cotton residue remain on the connector.
- d) Rub all sides of the connector (as illustrated below) with the cotton-tipped applicator.
- e) Spray compressed air in the connector area by pointing the tube/nozzle about 1/2 inch away from the surface. (Caution: When using compressed air, always wear eye protection; do not point nozzle at yourself and others — make sure the nozzle or tube is pointing away from your face; and read warning label on compressed air product.)
- f) Remove any lint left by the cotton-tipped applicator.
- g) If grease and other dirt are found on other areas of the cradle, use a lint free cloth and isopropyl alcohol to remove.
- h) Allow at least 10 to 30 minutes (depending on ambient temperature and humidity) for the isopropyl alcohol to air dry before applying power to cradle.

Note on drying time: If the temperature is low and humidity is high, longer drying time is required. Warm temperature and dry humidity require less drying time.

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