

SUPPLY, PROCESSING, AND DISTRIBUTION

1. REASON FOR ISSUE: To revise Department of Veterans Affairs (VA) Directive 7176, Supply, Processing, and Distribution (SPD) Operating Requirements, formerly contained in VA Manual MP-2, Subchapter E, 108-76. This directive has been revised in accordance with the VA Directives Management System (DMS) that requires review and update of directives and handbooks every 3 years to ensure that obsolete material is rescinded. VA Directive 7176 was initially published April 5, 1996.

2. SUMMARY OF CONTENTS/MAJOR CHANGES: This directive contains mandatory policy and responsibilities required for managing and operating an efficient SPD program. The mandatory SPD requirements set forth are specific to overall operation of the Department. This directive reflects SPD policy changes that have occurred since it was first published in 1996.

3. RESPONSIBLE OFFICE: Office of the Deputy Assistant Secretary for Acquisition and Materiel Management (049).

4. RELATED HANDBOOK: VA Handbook 7176, Supply, Processing, and Distribution (SPD) Operational Requirements.

5. RESCISSION: VA Directive 7176, dated April 5, 1996.

CERTIFIED BY:

**BY DIRECTION OF THE SECRETARY
OF VETERANS AFFAIRS:**

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Distribution: RPC 7006
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SUPPLY, PROCESSING, AND DISTRIBUTION (SPD) OPERATIONAL REQUIREMENTS

1. PURPOSE. This directive provides mandatory policy relative to the operational requirements of SPD activities that will be followed by all departments in the medical center responsible for clean/sterile storage, distribution, decontamination, and sterilization of supplies.

2. POLICY

a. Specific procedures, technical guides, and reference sources pertinent to SPD operations in the following areas will be adhered to as outlined in VA Handbook 7176:

- (1) Organizational Structure
- (2) Employee Development
- (3) Infection Control
- (4) Inventory Management
- (5) Safety Standards
- (6) Decontamination
- (7) Preparation Area
- (8) Loading/Operating Sterilizers
- (9) Distribution
- (10) Inventory
- (11) Equipment Control
- (12) Equipment Tracking
- (13) Quality Control

b. The SPD Desk Guide and the SPD Training and Instructor's Manual will be used with this directive.

3. RESPONSIBILITY. The Deputy Assistant Secretary for Acquisition and Materiel Management (049), in collaboration with the VHA Chief Financial Officer will ensure that a program is established to review, develop, and issue guidance and support relative to SPD.

4. REFERENCES

- a. Food and Drug Administration (FDA) Current Guidelines Including 21 CFR 800
- b. Joint Commission on Accreditation of Healthcare Organizations (JCAHO) Annual Accreditation requirements
- c. SPD Desk Guide Current Issue - 2001
- d. SPD Instructor's Manual TP 90-3, dated July 1995
- e. SPD Training Manual - Level 1: Training TP 90-2 January 1995