

**Urgent Field Safety Notice**

**Drill Sleeve Guide**  
**FSCA-identifier 22-08-2019-00001**  
**Type of action: Field Safety Notice (FSN)**

Date: September 10, 2019



Attention Valued Customer:

**Details on affected devices:**

Product and Distribution Table					
Product Name	Manufacturer's Catalog Number	Lot Number	Distribution Date	Expiration Date	Quantity
Drill Sleeve Guide	DSG-90-2.3N	417250	7/21/2014	2016-05	
Drill Sleeve Guide	DSG-90-2.3N	417280	10/31/2014	2016-08	
Drill Sleeve Guide	DSG-90-2.3N	511130	10/8/2015	2017-03	
Drill Sleeve Guide	DSG-90-2.3N	511130	11/9/2015	2017-03	
Drill Sleeve Guide	DSG-6.3-090-2.4N	515211	2/26/2016	2017-11	
Drill Sleeve Guide	DSG-6.3-090-2.4N	618010	8/4/2016	2018-01	
Drill Sleeve Guide	DSG-6.3-090-2.4N	812050	5/18/2018	2020-05-01	

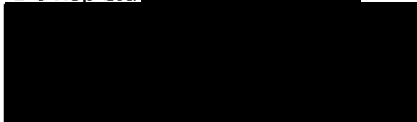
**Description of the problem:**

On August 22, 2019, Ad-Tech Medical Instrument Corporation decided to voluntarily recall all drill sleeve guides which are intended to be used only with the 2.4mm diameter Cranial Drill Bit. This recall has been initiated due to an investigation being performed that has identified potential issues with both of our raw material suppliers. The inner diameter of the drill sleeve guide raw material was found to be under tolerance, potentially resulting in the drill bit seizing in the guide during surgery. Although these devices do not make patient contact and are not expected to result in death, this issue could result in a delay in procedure.

The worst-case severity has been determined to be Moderate. This deficiency is not expected to result in death, but there is a possibility an additional surgery could be required if a drill bit seizes within a guide and replacements are not available on-hand. A delayed or additional surgery constitutes additional medical intervention. There is no further impact to the patient, as once the drill bit becomes stuck within the guide, neither the drill sleeve guide nor the drill bit can further interact with the patient.

**Actions to be taken by the Customer:**

- Immediately examine your inventory and quarantine any product subject to recall. Since the devices are reusable, if you have any of this product in stock with an unknown lot number, please return those as well. In addition, if you may have further distributed this product, please identify your customers and notify them at once of this product recall. Your notification to your customers may be enhanced by including a copy of this recall notification letter. Please return product subject to recall to:
  - Ad-Tech Medical Instrument Corporation  
400 West Oakview Parkway  
Oak Creek, WI 53154
- Contact an Ad-Tech Customer Support Specialist for a Return Material Authorization (RMA) number
- Replacements will not be provided
- Credit will be issued for all non-expired returned product
- Please send acknowledgement of this letter as soon as possible to Ad-Tech's Regulatory Department:
  - FAX: 262-634-5668
  - Telephone: 262-634-1555
  - Email: [Regulatory@adtechmedical.com](mailto:Regulatory@adtechmedical.com)
- EU contact information:
  - E C Rep Ltd



The undersigned confirms that this notice has been notified to the appropriate Regulatory Agency

Authorized by:



Signature:

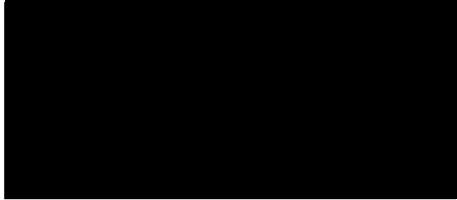


Title:

Regulatory Team Representative and CAPA/Complaints Manager



**MEDICAL DEVICE RECALL RETURN RESPONSE**  
**Acknowledgement and Receipt Form**  
Response is Required



**DRILL SLEEVE GUIDES**

I have read and understand the recall instructions provided in the September 10, 2019 letter.  
Yes\_\_ No\_\_

Any adverse events associated with recalled product? Yes\_\_ No\_\_

If yes, please explain:

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Affected Product Information:

<b>Affected Product Information Table</b>				
<b>Product Name</b>	<b>Catalog Number</b>	<b>Lot Number</b>	<b>Quantity In Inventory</b>	<b>Quantity Returned</b>
Drill Sleeve Guide	DSG-90-2.3N	417250		
Drill Sleeve Guide	DSG-90-2.3N	417280		
Drill Sleeve Guide	DSG-90-2.3N	511130		
Drill Sleeve Guide	DSG-90-2.3N	511130		

Drill Sleeve Guide	DSG-6.3-090-2.4N	515211		
Drill Sleeve Guide	DSG-6.3-090-2.4N	618010		
Drill Sleeve Guide	DSG-6.3-090-2.4N	812050		

**Return Response Box:**

Please provide any additional information, if applicable.

**Distributors:**

I have checked my stock and have quarantined inventory consisting of \_\_\_\_\_ units.

I have identified and notified my customers that were shipped or may have been shipped this product by **(specify date and method of notification)**; <or>

Attached is a list of customers who received/may have received this product. Please notify my customers.

**Questions: (when applicable)**

Please have someone from the Regulatory Department contact me

Signature of Receipt \_\_\_\_\_

Name/Title	
Telephone	
Email Address	

PLEASE FAX COMPLETED RESPONSE FORM TO: 262-634-5668, ATTENTION: REGULATORY DEPARTMENT  
OR MAIL TO: AD-TECH MEDICAL INSTRUMENT CORPORATION, 400 WEST OAKVIEW PARKWAY, OAK CREEK, WI 53154  
OR EMAIL TO: [Regulatory@adtechmedical.com](mailto:Regulatory@adtechmedical.com)