

Essex Health Protection Unit

Part of the



Residential/Nursing Care Home INFECTION CONTROL Checklist



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Date

Name of Home

Type of Facility

Located inPCT

Completed by

Job Title

Name of Employer.....

Name of Member of Staff of Home Present.....

.....

Aims

The aims of this template tool are to:

1. Measure the Infection Control practices, processes, policies and standards that are occurring in a particular health care setting
2. Identify areas of achievement and highlight areas where improvements are required
3. Monitor any change accurately and objectively
4. Show where improvements in compliance have occurred, using these to help with staff motivation
5. Continue improving the quality of the service provided
6. To provide evidence of good practice
7. Ensure that NICE guidance is being observed in clinical settings.

Individual checklists can be used as stand-alone documentation, or combined to check the home as a whole.

Also available is a Standard Principles of Infection Prevention and Control checklist, which can be used in all areas where clinical practice occurs.

Each location checklist has an Expected Score (E. Score) and an Actual Score (A. Score) for each question.

To achieve the maximum number of points available from the E. Score all parts of the question are achieved.

If more than 1 point is available for the question, the question should easily be broken into segments i.e. Tiled areas are smooth and impervious, 1 point if tiled area is smooth, and a further point if the area is also impervious.

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1. Residents' Room

Residents' rooms should be maintained to negate the risk of infection.

A. Floor	Yes	No	N/A	E. Score	A. Score
Carpet/flooring is in a good condition				1	
Carpet/flooring is level and trip-free				1	
Floors are free of dirt and stains				1	
Floors are free of dirt between fixtures				1	
Skirting boards are clean and dust free				1	
High-level fixtures and fittings are clean and dust free				1	
No evidence of pests				1	
Comments					
B. Walls	Yes	No	N/A	E. Score	A. Score
Walls are free of stains				1	
Walls are free from flaking paint				1	
Walls are wipeable				1	
Tiled areas are smooth and impervious				2	
Tiles are visibly clean				1	
Fixtures/fittings to wall are free of dust (i.e. switches and light fittings)				1	
If shelves are fitted, they are free of dust				1	
Comments					

C. Ceiling	Yes	No	N/A	E. Score	A. Score
Ceiling is in good repair and free from flaking paint				2	
Ceiling is free of dirt				1	
Lighting/shades are free of dirt				1	
Comments					
D. Furniture and Fittings	Yes	No	N/A	E. Score	A. Score
Bed frames are clean and dust free				2	
Mattresses are intact, clean and stain free				3	
All furniture is wipeable and in good condition (i.e surfaces intact)				2	
Chairs are impervious to fluids				1	
Chairs can be wiped clean				1	
Furniture that is the personal property of residents that cannot be decontamination appropriately should be disposed of when no longer required				1	
Personal property of residents should not be used by other residents				1	
Curtains are clean				1	
Curtain rails are dust free				1	
Radiator covers are removed, and the radiator and cover cleaned at least annually				2	
Comments					

E. Hand hygiene and resident's sink	Yes	No	N/A	E. Score	A. Score
The sink is used for the resident's own personal hygiene (i.e. teeth cleaning) and for staff hand hygiene				2	
Has either wrist or elbow mixer taps				1	
The sink is clean				1	
Seals around the sink are clean, intact and mould free				3	
Liquid soap is in a removable pouch incorporating a nozzle in a clean container and wall-mounted				3	
Soft, absorbent paper towels are available, in a clean container which is wall-mounted				3	
Paper towels are disposed of in household waste bin				1	
Household waste bin lined with black plastic bag (foot-operated, fire-retardant)				3	
Nail brushes are not present (only resident's personal nail brushes are permitted)				1	
Comments					
Note for nursing homes: when a room is regularly used for residents who are bedridden and require frequent nursing, the sink should be designated as a handwashing sink and the plug removed.					

2. Sluice Area

Sluice facilities should be maintained to negate the risk of infection.

A. Floor	Yes	No	N/A	E. Score	A. Score
Floors are smooth and impervious				2	
Floors are coved				1	
Floors are free of dirt and grease				1	
Floors are free of dirt between fixtures				1	
No items stored at floor level				1	
No evidence of pests				1	
Comments					
B. Walls	Yes	No	N/A	E. Score	A. Score
Walls are free of stains				1	
Walls are free from flaking paint				1	
Walls are washable				1	
Tiled areas are smooth and impervious				2	
Tiles are visibly clean				1	
Fixtures/fittings to wall are free of dust				1	
Comments					

C. Ceiling	Yes	No	N/A	E. Score	A. Score
Ceiling is in good repair and free from flaking paint.				2	
Ceiling is free of dirt				1	
Lighting is free of dirt				1	
Comments					
D. Windows	Yes	No	N/A	E. Score	A. Score
Windows are clean and in good repair				2	
Windows are closed or fly screens in operation				1	
Extractor fan is clean and in good working order				2	
Comments					
E. Worktops/Surfaces	Yes	No	N/A	E. Score	A. Score
Worktops clean and free from clutter				2	
Worktops are smooth and impervious				2	
Worktops are not used as a storage facility				1	
Commode pot and urinal storage rack is clean and rust free				2	
Worktop joints are sealed				1	
Comments					

F. Handwashing	Yes	No	N/A	E. Score	A. Score
Handwashing sink is used only for hand hygiene				1	
The sink is free from overflow aperture and plug				2	
Has sensor, wrist or elbow mixer taps				1	
The sink is clean				1	
Seals around the sink are clean, intact and mould free				3	
Seals around the sink are clean, intact and mould free				3	
Liquid soap in a removable pouch incorporating a nozzle in a clean dispenser and wall-mounted				3	
Soft, absorbent paper towels are available and in a clean container and wall-mounted				3	
Paper towels are disposed of in household waste bin,				1	
Household waste bin lined with black plastic bag (foot-operated, fire-retardant)				3	
Nail brushes are not being used				1	
Comments					
G. Shelves	Yes	No	N/A	E. Score	A. Score
Smooth and impervious				2	
Free of dirt and grease				1	
Free of sterile supplies				1	
Not used for storage of disinfectant				1	
Comments					

H. Equipment	Yes	No	N/A	E. Score	A. Score
Commodes are in good condition/fabric intact e.g. no rust				1	
Commodes are appropriate to healthcare use e.g. not wicker, not permeable fabrics				1	
Commodes are unsoiled				1	
Commode pots and urinals are unsoiled				1	
Commode pots and urinals are stored dry and inverted				1	
Commode pots and urinals are racked				1	
Commode pot washer/disinfector is clean, in good working order				2	
Commode pot washer/disinfector heats to 80°C and holds for 1 min				2	
Commode pot washer/disinfector is maintained by a qualified contractor and records of service/maintenance are available				2	
Commode pots are not cleaned manually				1	
Slop-hopper free of dirt and grease				1	
Incontinence pad macerator is in good working order				1	
Incontinence pad macerator is maintained by a qualified contractor and records of service/maintenance are available				2	
Disposable pot macerator is maintained by a qualified contractor and records of service/maintenance are available				2	
Disposable commode pot holder is cleaned in washer disinfector				1	
There is a decontamination sink available				1	
Decontamination sink is clean with intact surfaces				2	

Comments					
I. Waste Disposal	Yes	No	N/A	E. Score	A. Score
Bins are free of dirt and grease				1	
Bins are foot-operated, lidded and in working order				3	
Bins are fire-retardant				1	
Correct colour-coded bags are used (i.e. household, offensive)				2	
Hazardous waste (orange bag) is disposed of appropriately (if applicable)				1	
Household waste bin lined with black plastic bag (foot-operated, fire-retardant)				3	
Comments					

3. Cleaner's Room

Cleaner's room should be maintained to negate the risk of infection

A. Cleaner's Equipment	Yes	No	N/A	E. Score	A. Score
Mops, clean and stored dry				2	
Mop heads are washed daily on a hot wash, and then dried				3	
If disposable mop heads are used they must be discarded weekly				1	
After use on body fluid spillages are mop heads decontaminated or disposed of immediately				1	
Mops and buckets are colour-coded				2	
Buckets, clean and stored dry				2	
Cloths and aprons correctly colour-coded				2	
Cleaning supplies are not stored on the floor				1	
Comments					

B. Handwashing	Yes	No	N/A	E. Score	A. Score
Handwashing sink is used only for hand hygiene				1	
The sink is free from overflow aperture and plug				2	
Has sensor, wrist or elbow mixer taps				1	
Sink and surrounding area is clean				2	
Liquid soap in a removable pouch incorporating a nozzle in a clean dispenser and wall-mounted				3	
Soft, absorbent paper towels are available and in a clean container and wall-mounted				3	
Paper towels are disposed of in household waste bin				1	
Household waste bin lined with black plastic bag (foot-operated, fire-retardant)				3	
Nail brushes are not being used				1	
Comments					

C. Miscellaneous	Yes	No	N/A	E. Score	A. Score
The slop-hopper is clean and surfaces are intact				2	
The walls are clean, and in a good state of repair				2	
The ceiling is clean, and in a good state of repair				2	
The floor is clean, impervious and in a good state of repair				2	
There are no rips or tears to the flooring				1	
Light fittings are clean and free from dust				2	
Cleaner's trolley is clean, and surfaces intact				2	
Comments					

4. Toilets, Bathrooms and Showers

Sanitary facilities should be maintained to negate the risk of infection.

Select all segments that are appropriate to the room being audited. i.e. handwashing and toilet, floors, walls, ceiling, windows, equipment or handwashing and shower, etc.,

A. Floors	Yes	No	N/A	E. Score	A. Score
Floors are coved				1	
Floors are smooth and impervious				2	
Floors are free of dirt and grease				1	
Floors are free of dirt between fixtures				1	
No items are stored at floor level				1	
No evidence of pests				1	
Comments					
B. Walls	Yes	No	N/A	E. Score	A. Score
Walls are free of stains				1	
Walls are free of flaking paint				1	
Tiling is free of dirt and grease				1	
Tiled areas are smooth and impervious				2	
Fixtures/fittings to wall are free of dust				1	
Comments					

C. Ceiling	Yes	No	N/A	E. Score	A. Score
Ceiling is free of flaking paint				1	
Ceiling is free of dirt				1	
Lighting fixture is free of dirt				1	
Comments					
D. Windows	Yes	No	N/A	E. Score	A. Score
Windows are opaque				1	
Windows are free of dirt and grease				1	
Window ledge is clean, dust free and not used for storage				3	
There are no curtains or blinds present				1	
Extractor fans are present, clean and in working order				3	
Comments					

E. Toilets	Yes	No	N/A	E. Score	A. Score
Exterior and interior of toilet is free of soiling				2	
Toilet seat and lid is clean and surfaces intact				4	
Toilet riser (if present) is clean and surfaces intact				2	
Interior of toilet is free of scaling				1	
Hand-grab rails are clean and surfaces intact (no rust)				2	
Sinks and splash-backs are free of dirt and grease				2	
Seals around the sink are clean, intact and mould free				3	
Has sensor, wrist or elbow mixer taps				1	
Sinks are free from overflow aperture and plug				2	
Handwashing sinks are free of dirt				1	
Liquid soap in removable pouch incorporating a nozzle in a clean container and wall-mounted				3	
Soft absorbent paper towels, clean container and wall-mounted				3	
Foot-operated waste bins are present for offensive waste and/or 'clinical' waste				1	
Hand hygiene notices are on display				1	
Comments					

F. Baths	Yes	No	N/A	E. Score	A. Score
Baths are free of dirt and grease				1	
Bath surface is intact				1	
Taps and other fittings are clean and free from limescale				2	
Rubber non-slip mats are unsoiled				1	
Rubber non-slip mats are stored dry				1	
Cleaning materials are available for staff to clean bath between residents, and not stored in bathroom				2	
Seals around the bath are clean, intact and mould free				3	
Hoist surfaces are free of dirt and unsoiled					
Hoist is serviced/maintained regularly and records kept				1	
Comments					
G. Showers	Yes	No	N/A	E. Score	A. Score
Shower curtains are clean and free of mildew				2	
Shower equipment is free of dirt, grease and limescale				3	
Shower is in working order				1	
Showers that are not used at least weekly are flushed through for 5 mins				1	
Is regular flushing of showers on cleaner's schedule				1	
Seals around the shower are clean, intact and mould free				3	
Shower chair is clean, and surfaces intact				2	
Comments					

H. Handwashing Sinks	Yes	No	N/A	E. Score	A. Score
Handwashing sink is used only for hand hygiene				1	
Sinks and splash-backs are free of dirt and grease				2	
Seals around the sink are clean, intact and mould free				3	
Sensor, wrist or elbow mixer taps				1	
Sinks are free from overflow aperture and plug				2	
Liquid soap in a removable pouch incorporating a nozzle in a clean dispenser and wall-mounted				3	
Soft, absorbent paper towels are available, in a clean container and wall-mounted				3	
Paper towels are disposed of in household waste bin				1	
Household waste bin lined with black plastic bag (foot-operated, fire-retardant)				3	
Clean, laminated (or wipeable) hand hygiene notices are on display				3	
Comments					
J. Equipment	Yes	No	N/A	E. Score	A. Score
No equipment is present (i.e. soaps, toothbrushes, shavers, combs)				1	
Multi-dose pots not used (creams, ointments)				1	
Washbowls are allocated for individual resident use				1	
Washbowls are cleaned after each use, then stored dry and inverted in resident's room (off the floor)				4	
Comments					

5. Waste Disposal

Waste should be disposed of safely without risk of contamination or injury and within current guidelines.

A. Disposal	Yes	No	N/A	E. Score	A. Score
Correct colour-coding in operation				1	
Offensive waste and hazardous infectious waste bins/bags are correctly labelled				2	
Waste bins are lidded, foot-operated and fire-retardant				3	
Bags/bins are less than 3/4 full				1	
Designated waste storage areas are available				1	
Waste storage areas are locked				1	
Waste storage areas are pest-proof				1	
Waste is segregated in storage areas				1	
Arrangements for appropriate waste collections are in place with a registered waste collector				1	
Waste collection consignment notes or receipts are stored				1	
Staff have received training on the safe handling of waste (see training records)				1	
Comments					

6. Laundry

Laundry should be handled, bagged and stored correctly in order to negate the risk of infection.

A. Laundry	Yes	No	N/A	E. Score	A. Score
A.1. Unused					
Segregated storage area identified (linen cupboard)				1	
Storage area free of dirt				1	
Storage area dry				1	
Shelves smooth and impervious				2	
Linen is stored on shelves				1	
No linen is stored on the floor				1	
A.2. Used					
Correct colour-coded bags used White-used ,red- soiled/infected				1	
Used/infected linen is segregated				1	
Soluble linen bags are available for soiled or infected linen				1	
Linen skips are less that 3/4 full				1	
Linen skips are clean and surfaces intact				2	
Adequate linen skips available				1	
Staff receive training on the safe handling of linen (see training records)				1	
Comments					

B. Laundry Room	Yes	No	N/A	E. Score	A. Score
Allows for a dirty-to-clean workflow				1	
Dirty linen enters through one door, and clean linen leaves through a separate door				2	
Industrial Washing machine with sluice and hot wash cycles				3	
Washing machine professionally installed and maintained (see records)				2	
Industrial dryer with vent connected to exterior				2	
Dryer professionally maintained (see records)				1	
Appropriate PPE is available gloves, aprons and eye protection				3	
Extractor fan/ventilation present and dust free				2	
Comments					
C. Handwashing	Yes	No	N/A	E. Score	A. Score
Handwashing sink is used only for hand hygiene				1	
The sink is free from overflow aperture and plug				2	
Has sensor, wrist or elbow mixer taps				1	
The sink is clean				1	
Seals around the sink are clean, intact and mould free				3	
Liquid soap in a removable pouch incorporating a nozzle in a clean dispenser and wall-mounted				3	
Soft, absorbent paper towels are available and in a clean container and wall-mounted				3	
Paper towels are disposed of in household waste bin				1	
Household waste bin lined with black plastic bag (foot-operated, fire-retardant)				3	

Alcoholic hand gel is available				1	
Comments					
D. Floor	Yes	No	N/A	E. Score	A. Score
Floors are smooth and impervious				2	
Floors are coved				1	
Floors are free of dirt and grease				1	
Floors are free of dirt between fixtures				1	
No items stored at floor level				1	
No evidence of pests				1	
Comments					
E. Walls	Yes	No	N/A	E. Score	A. Score
Walls are free of stains				1	
Walls are free from flaking paint				1	
Walls are washable				1	
Tiled areas are smooth and impervious				2	
Tiles are visibly clean				1	
Fixtures/fittings to wall are free of dust				1	
Comments					

F. Ceiling	Yes	No	N/A	E. Score	A. Score
Ceiling is in good repair and free from flaking paint.				2	
Ceiling is free of dirt				1	
Lighting is free of dirt				1	
Comments					
G. Windows	Yes	No	N/A	E. Score	A. Score
Windows are clean and in good repair				2	
Extractor fan is clean and in good working order				2	
Comments					
H. Worktops/Surfaces	Yes	No	N/A	E. Score	A. Score
Worktops clean and free from clutter				2	
Worktops are smooth and impervious				2	
Worktop joints are sealed				1	
Comments					

I. Shelves	Yes	No	N/A	E. Score	A. Score
Smooth and impervious				2	
Free of dirt and grease				1	
Not used for storage of disinfectant				1	
Comments					

7. Hoists

Equipment should be maintained to negate the risk of infection

I. Hoists	Yes	No	N/A	E. Score	A. Score
Hoist slings are unsoiled				1	
Hoist slings are individually allocated to a resident				1	
Hoist slings that are used for more than one resident are wiped over with a detergent wipe, if visibly clean, between resident use (not recommended practice)				1	
Soiled slings are placed in the soiled laundry immediately after contamination				1	
Hoist surfaces are free of dirt and unsoiled				1	
Hoist surfaces are intact and rust free				2	
Hoist is serviced/maintained regularly, and records kept				2	
Comments					

8. Additional Storage Facilities

Storage facilities should be maintained to negate the risk of infection.

A. Storage	Yes	No	N/A	E. Score	A. Score
Storage cupboards are in a good state of repair				1	
Storage shelves are smooth and impervious				2	
Storage shelves are free of dirt				1	
Items are not stored at floor level				1	
All items are within "use-by" date				1	
Stock rotation is in operation				1	
Sterile equipment is stored dry				1	
Sterile equipment packs are free of tears				1	
Sterile equipment packs are in "use-by" date				1	
Storage facilities that are used to store Items that are hazardous (COSHH) are kept locked				1	
Comments					

9. Standard Principles of Infection Prevention and Control

Standard principles of infection prevention and control should be followed at all times to negate the risk of infection.

This checklist can be used independently of individual room checklists as an assessment of adherence to standard principles of infection, prevention and control.

It should not be used as a substitute to individual room checklists on a regular basis. The score is separate to the overall home total score.

A. Handwashing	Yes	No	N/A	E. Score	A. Score
Handwashing sink is used only for hand hygiene				1	
Sinks are clean				1	
Sinks are free of overflow aperture and plug				2	
Has sensor, wrist or elbow mixer taps				1	
Liquid soap in a removable pouch incorporating a nozzle in a clean dispenser and wall-mounted				3	
Hibiscrub/Videne aqueous is available in a clean container and wall-mounted				3	
Wall-mounted handrub is available				2	
Soft absorbent paper towels are available and in a clean container and wall-mounted				3	
Paper towels are disposed of in household waste bin				1	
Household waste bin lined with black plastic bag (foot-operated, fire-retardant)				3	
Nail brushes are not being used				1	

Comments					
A.1. Observation - Hand Hygiene	Yes	No	N/A	E. Score	A. Score
Hands are washed before and after the care activity				2	
Wet hands under running water before applying liquid soap				1	
Washed:					
(a) Palm-to-palm				1	
(b) Right palm over left dorsum and left palm over right dorsum				1	
(c) Palm-to-palm with fingers interlaced				1	
(d) Backs of fingers to opposing palms with fingers interlocked				1	
(e) Rotational rubbing of right thumb clasped in left palm and vice versa				1	
(f) Rotational rubbing backwards and forwards with clasped fingers of right hand in left palm and vice versa				1	
(g) Rotate around wrists				1	
Rinse hands thoroughly				1	
Dry hands thoroughly				1	
Dispose of paper towel in household waste bin				1	
Comments					

B. Handrubs	Yes	No	N/A	E. Score	A. Score
Wall-mounted handrubs are located at:					
Entrance to the home				1	
Entrance to units/wings within the home				1	
Individual handrubs are available for all staff to use e.g. toggles					
Comments					
B.1. Observation - Handrubs	Yes	No	N/A	E. Score	A. Score
Handrub must be applied, when it is the appropriate method of hand hygiene, before and after resident contact				2	
Put handrub solution into cupped hands				1	
Apply:					
(a) Palm-to-palm				1	
(b) Right palm over left dorsum and left palm over right dorsum				1	
(c) Palm-to-palm with fingers interlaced				1	
(d) Backs of fingers to opposing palms with fingers interlocked				1	
(e) Rotational rubbing of right thumb clasped in left palm and vice versa				1	
(f) Rotational rubbing backwards and forwards with clasped fingers of right hand in left palm and vice versa				1	
(g) Rotate around wrists				1	

Discuss with healthcare worker the rationale for using handrub				1	
Comments					
C. Personal Protective Clothing	Yes	No	N/A	E. Score	A. Score
Disposable aprons are accessible and wall-mounted				2	
Disposable aprons are available in all bathrooms				1	
Disposable aprons are available in the rooms of residents who require continuous/regular nursing care				1	
Disposable aprons are worn, and then discarded appropriately				2	
Disposable gloves are available in a variety of sizes				1	
Disposable gloves are stored in the box				1	
Disposable gloves are worn, and then discarded of appropriately				2	
Staff do not carry gloves in their pockets				1	
Disposable Latex gloves are powder free and low protein!				1	
Alternative to latex gloves are available - vinyl, nitrile etc				1	
Face and eye protection if required is available				1	
Comments					

D. Sharps Disposal	Yes	No	N/A	E. Score	A. Score
Sharps disposal bins conform to BS7320				1	
Bins are free from protruding sharps				1	
Bins are not more than $\frac{3}{4}$ full				1	
Bins are assembled and sealed correctly for disposal				2	
Spare bins are available				1	
Bins are dated, labelled and when not in use stored wall-mounted				3	
Bins are taken to point of use				1	
Bins are not stored at floor level				1	
Sharps injury poster is on display				1	
Comments and observation tool					
E. Spillage Management	Yes	No	N/A	E. Score	A. Score
Blood/body fluid spillage kit/equipment is accessible				1	
Staff are familiar with the procedure of spillage management. Ask 3 members of staff				3	
Goggles are available for spillage management				1	
Comments					

10. Specimen Collection

Specimens should be collected, stored, and transported safely and correctly.

A. Specimens	Yes	No	N/A	E. Score	A. Score
Specimens are not stored in fridges used for drugs or food				1	
Specimens are collected in identifiable container				1	
Specimens are labelled correctly (with request forms accompanying them in the relevant plastic bag)				2	
Specimens are sent in sealed plastic pouches				1	
A supply of specimen pots and request forms are available in the event of an outbreak				1	
Comments					

Stool samples do not require storage in a fridge

It is recommended that urine samples are collected and delivered to GP surgery or laboratory on the same day.

11. Guidelines, Standards and Policies

Guidelines, standards and policies should be in place to ensure the health and safety of staff and residents

	Yes	No	N/A	E. Score	A. Score
Infection Prevention and Control Policy is available and accessible to all staff				2	
Copies of DH and EHPU Infection Control Guidelines are available				2	
Copies of Infection Control Guidelines are easily accessible to all staff e.g. located at work stations				1	
The guidelines are the latest versions				2	
Staff are aware of the procedure for notifying infectious diseases and outbreaks. Ask 3 members of staff				3	
There is evidence of a COSHH policy relating to biological hazards				1	
Staff are aware of the policy for dealing with a needlestick type injury. Ask 3 members of staff				3	
Comments					

12. Treatment/Clinic Room

Clinical rooms should be maintained to negate the risk of infection.

A. Floor	Yes	No	N/A	E. Score	A. Score
Carpet free				1	
Floors are smooth and impervious				2	
Floors are coved				1	
Floors are free of dirt and grease				1	
Floors are free of dirt between fixtures				1	
No items are stored at floor level				1	
No evidence of pests				1	
Comments					
B. Walls	Yes	No	N/A	E. Score	A. Score
Walls are free of stains				1	
Walls are free from flaking paint				1	
Walls are washable				1	
Tiled areas are smooth and impervious				2	
Tiles are visibly clean				1	
Fixtures/fittings to wall are free of dust				1	
Comments					

C. Ceiling	Yes	No	N/A	E. Score	A. Score
Ceiling is in good repair and free from flaking paint				2	
Ceiling is free of dirt				1	
Lighting is free of dirt				1	
Comments					
D. Windows	Yes	No	N/A	E. Score	A. Score
Windows are clean and in good repair				2	
Window have obscure glass				1	
Curtains/blinds are not present				1	
Window ledges are dust free and not used for storage				2	
Comments					
E. Worktops/Surfaces	Yes	No	N/A	E. Score	A. Score
Worktops are clean				1	
Worktops are free from clutter				1	
Worktops are smooth and impervious				2	
Worktops are not used as a storage facility				1	
Worktop joints are sealed				1	
Comments					

F. Handwashing	Yes	No	N/A	E. Score	A. Score
Handwashing sink is used only for hand hygiene				1	
The sink is free from overflow aperture and plug				2	
Has sensor, wrist or elbow mixer taps				1	
Sinks are clean				1	
Liquid soap in a removable pouch incorporating a nozzle in a clean dispenser and wall-mounted				3	
Soft, absorbent paper towels are available and in a clean container and wall-mounted				3	
Paper towels are disposed of in household waste bin,				1	
Household waste bin lined with black plastic bag (foot-operated, fire-retardant)				3	
Wall-mounted handrub is available				1	
Nail brushes are not being used				1	
If, and only if, aseptic clinical procedures are being undertaken (Hibiscrub/Videne aqueous is available in a clean container and wall-mounted)				(2)	
Comments					

G. Drug fridges	Yes	No	N/A	E. Score	A. Score
External surface is free of dirt				1	
Internal surface is free from dirt				1	
Fridge is defrosted regularly				1	
Record of regular defrosting				1	
Fridge thermometer is in use				1	
Temperature readings are 2-8° C				1	
Temperature readings record is available				1	
All drugs are within expiry dates				1	
No inappropriate items are stored in the fridge (i.e. food and specimens)				2	
Comments					
H. Examination Couches	Yes	No	N/A	E. Score	A. Score
Surfaces are smooth and impervious				2	
Couch is clean/free of stains				1	
Disposable paper is used to cover treatment couch, and changed before each patient				2	
Pillow has a waterproof cover				1	
Comments					

I. Equipment	Yes	No	N/A	E. Score	A. Score
External surfaces of trolleys are free of dirt and grease				1	
Disposable medicine pots are used once and then discarded				2	
Reusable medicine pots (not recommended) are washed, and stored dry and inverted				3	
Single use disposable thermometers are available				1	
Suction machine is clean				1	
Record of annual servicing of suction machine is available				1	
Suction machine filters are changed in accordance with manufacturers' instructions (i.e. when wet)				1	
Suction jars should have single use liners				1	
Disposable/closed suction system is used				1	
Suction equipment is stored dry				1	
Suction catheters are sterile				1	
Suction catheters should not be attached				1	
Suction catheters should be single use only				1	
Suction tubing should be single-patient use, and should be changed regularly if in long-term use				2	
Comments					

J. Storage	Yes	No	N/A	E. Score	A. Score
Storage cupboards are in a good state of repair				1	
Storage shelves are smooth and impervious				2	
Storage shelves are free of dirt				1	
Items are not stored at floor level				1	
All items are within "use by" date				1	
Stock rotation is in operation				1	
Sterile equipment is stored dry				1	
Sterile equipment packs are free of tears				1	
Sterile equipment packs are in "use-by" date				1	
Comments					