

DETAILED INFECTION CONTROL CHECKLIST

FOR MEDICAL FACILITIES

Y | N **TRAINING**

- ☐ ☐ Is training conducted at least annually for all employees and as part of the onboarding process for new employees?
- ☐ ☐ Has someone in the office been designated to be in charge of infection control?

PERSONAL PROTECTIVE EQUIPMENT

Masks, Protective Eyewear and Face Shields

- ☐ ☐ Do employees wear surgical masks during procedures likely to generate splashes or sprays of blood or saliva?
- ☐ ☐ Do employees wear eye protection with solid side shields or a face shield during procedures that are likely to generate splashes or sprays of blood or saliva or other OPIM?
- ☐ ☐ Do employees change masks between patients and during patient treatment if the mask becomes wet or visibly contaminated?
- ☐ ☐ Is PPE removed before leaving the work area?
- ☐ ☐ Is hand hygiene performed immediately after removal of PPE?

Gloves

- ☐ ☐ Do employees wear gloves for potential contact with blood, body fluids, mucous membranes, non-intact skin or contaminated equipment?
- ☐ ☐ Do employees change gloves between patients?
- ☐ ☐ Do employees wear puncture and chemical-resistant utility gloves when cleaning instruments and performing housekeeping tasks involving blood or OPIM (other potentially infectious materials)?
- ☐ ☐ Do employees remove gloves that are torn, cut, or punctured and perform hand hygiene before putting on new gloves?

Protective Clothing

- ☐ ☐ Do employees wear protective clothing (e.g., reusable or disposable gown, lab coat, or uniform) that is long-sleeved and covers personal clothing as well as skin (e.g., forearms) likely to be soiled with blood, saliva, or OPIM?
- ☐ ☐ Do employees change protective clothing if visibly soiled and immediately or as soon as possible if penetrated by blood or OPIM?
- ☐ ☐ Is protective clothing laundered in-house or by a laundering service?

RESPIRATORY HYGIENE/COUGH ETIQUETTE

- ☐ ☐ Are signs posted at entrances and throughout the facility with instructions to patients with symptoms of respiratory infection?
- ☐ ☐ Are tissue and no-touch receptacles for disposal of tissue available?
- ☐ ☐ Are resources available to perform hand hygiene in waiting areas?

- ☐ ☐ Are face masks available for coughing patients and other symptomatic individuals who enter the office?
- ☐ ☐ Are all employees provided annual education on recognition of signs, symptoms, and transmission of TB?
- ☐ ☐ Is a written TB infection control plan available to all employees?
- ☐ ☐ Has baseline TB testing (TST) been performed on all employees?

HAND HYGIENE

- ☐ ☐ Is hand hygiene performed when hands are visibly soiled; before and after each patient; before and after gloving; and whenever touching contaminated surfaces?
- ☐ ☐ Is a surgical scrub performed before putting on sterile surgical gloves, which must be used for all surgical procedures?

SHARPS SAFETY

- ☐ ☐ Are engineering controls (devices) used to prevent injuries (e.g., needle re-capping device, scalpel blade remover)?
- ☐ ☐ Are work practice controls (behaviors) used to prevent injuries (e.g., one-handed scoop technique, not breaking or bending needles)?
- ☐ ☐ Do employees use either the one-handed scoop technique or a mechanical device designed for holding the needle cap when re-capping needles?
- ☐ ☐ Are sharps disposed of in a puncture-resistant sharps container located in the same area in which items are generated?
- ☐ ☐ Are reusable contaminated sharps transported in a closed leak-proof container labeled with the universal biohazard symbol (sharps caddy)?

SAFE INJECTION PRACTICES

- ☐ ☐ Are injections prepared using an aseptic technique, in a clean area free from contaminants or contact with blood, body fluids, or contaminated equipment?
- ☐ ☐ Are needles and syringes used for only one patient?
- ☐ ☐ Is the rubber septum on a medication vial disinfected with alcohol before piercing?
- ☐ ☐ Do medication containers utilize a new sterile needle for every use?
- ☐ ☐ Are vials, medication containers, ampules, and bags or bottles of intravenous solutions used for only one patient?
- ☐ ☐ Leftover contents of single-dose vials, ampules, and bags of intravenous solutions are not combined for later use..

When using multi-dose medication vials:

- ☐ ☐ Are multi-dose vials dedicated to individual patients whenever possible?
- ☐ ☐ Are multi-dose vials, which are used for more than one patient, kept in a centralized medication area?

- ☐ ☐ Are multi-dose vials dated when first opened and discarded within 28 days unless the manufacturer specifies a shorter or longer date for the opened vial?
- ☐ ☐ Are fluid infusion and administration sets (i.e., IV bags, tubing, and connections) used for one patient only?

INSTRUMENT STERILIZATION AND DISINFECTION OF PATIENT-CARE ITEMS

- ☐ ☐ Is the instrument processing area separated into 4 sections: A) Receiving, cleaning, and decontamination, B) Preparation/packaging, C) Sterilization, and D) Storage?
- ☐ ☐ Are all instruments cleaned and disinfected following the IFUs?
- ☐ ☐ Are reusable critical and semi-critical medical items and devices cleaned and heat sterilized according to the manufacturer's instructions for use before using them on patients (e.g. endodontic instruments, air-water syringe tips)?
- ☐ ☐ Are heat-tolerant semi-critical instruments sterilized using an autoclave rather than a chemical sterilant/disinfectant?
- ☐ ☐ Are single-use devices discarded after one use and never used for more than one patient?
- ☐ ☐ Are work practice controls that minimize contact with sharp instruments used, and appropriate PPE worn if manual cleaning is necessary (e.g., puncture-resistant utility gloves)?
- ☐ ☐ Are items thoroughly cleaned and visually inspected for residual contamination before sterilization?
- ☐ ☐ Is an enzymatic cleaner or detergent used for pre-cleaning and discarded according to the manufacturer's instructions for use?
- ☐ ☐ Are instruments appropriately packaged for sterilization after pre-cleaning?
- ☐ ☐ Is a chemical indicator used internally and externally on all sterilization packaging?
- ☐ ☐ Are FDA-cleared medical devices designed for sterilization (autoclaves) used according to the manufacturer's instructions for use?
- ☐ ☐ Is a biological indicator (spore test) used at least weekly on all sterilizers?
- ☐ ☐ Is a biological indicator (spore test) used with every load containing implantable devices?
- ☐ ☐ Are sterile packages labeled with the sterilizer used and the date of sterilization?
- ☐ ☐ Are weekly spore test records maintained for at least 5 years?
- ☐ ☐ Are sterile packages inspected for integrity, and are compromised packages reprocessed before use?
- ☐ ☐ After sterilization, are medical devices and instruments stored in such a manner that sterility is not compromised?
- ☐ ☐ Are reusable, heat-sensitive, semi-critical items that cannot be replaced by heat-stable or disposable high-level items disinfected according to the manufacturer's instructions?
- ☐ ☐ Are X-ray sensors cleaned and disinfected between patients with an EPA-registered intermediate-level disinfectant, then covered with an FDA-approved barrier cover?
- ☐ ☐ Are X-ray sensors or film holding or positioning devices heat sterilized or high-level disinfected between patients?
- ☐ ☐ If you have a class B (vacuum) autoclave, are you performing a Bowie Dick test daily?

ENVIRONMENTAL INFECTION CONTROL

- ☐ ☐ Are clinical contact surfaces either barrier-covered or cleaned and disinfected after each patient, using an EPA-registered intermediate-level disinfectant?
- ☐ ☐ Are burs, polishing points, rag wheels, etc., sterilized or disinfected between patients following their IFUs, or disposable replacements used?
- ☐ ☐ Are cleaners and disinfectants used according to the manufacturer's IFUs?
- ☐ ☐ Are cleaners and disinfectants used according to the manufacturer's instructions for use?
- ☐ ☐ Are suction lines cleaned daily according to the manufacturer's IFUs?

HOUSEKEEPING SURFACES

- ☐ ☐ Are walls, sinks, and floors routinely cleaned with detergent and water or an EPA-registered disinfectant/detergent?
- ☐ ☐ Are mops and RAGS cleaned after use and allowed to dry?
- ☐ ☐ Are fresh cleaning and disinfecting solutions prepared daily?

WASTE MANAGEMENT

- ☐ ☐ Is regulated medical waste handled and disposed of according to local, state, and federal regulations?

INFECTION CONTROL IN THE LABORATORY

- ☐ ☐ Is PPE used when handling items in the laboratory?
- ☐ ☐ Are contaminated items disinfected using an EPA-registered intermediate-level disinfectant before manipulating appliances in the laboratory?
- ☐ ☐ Are laboratory cases disinfected utilizing an EPA-registered intermediate-level disinfectant and labeled as such before being sent out?

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