

HAND HYGIENE		Y	N	NA	COMMENTS
1.	Hand wash facilities are available in all consulting/clinical rooms/departments.				
2.	Staff carry a supply of skin cleansing wipes.				
3.	Staff carry personal issue alcohol hand gel.				
4.	Gojo hand moisturiser (wall mounted dispenser at base/pump dispenser/flip top) is available.				
5.	Staff are 'Bare Below the Elbows' when involved in patient activities.				
6.	Staff undertake hand hygiene in line with the 5 moments of hand hygiene, including following removal of gloves.				
WASTE/SHARPS					
7.	The waste disposal policy is available.				
8.	All waste bins, including lids, are visibly clean, enclosed, foot operated, lidded, labelled and in good working order.				
9.	Nappies are disposed of in clinics/health centres/community centres either by parents taking them home or disposal in nappy/offensive waste stream or household bin.				
10.	Staff do not carry waste in their car with the exception of a sharps bin.				
11.	Yellow topped sharps bins are in use for disposal of non cytotoxic/cytostatic sharps and Purple topped sharps bins for disposal of cytotoxic/cytostatic sharps and contaminated items.				
12.	All sharps bins are assembled correctly, labelled, signed according to Trust policy and safely positioned away from the public.				
13.	The temporary closure mechanism is used when sharps bins are not in use and once full, the bin aperture is locked.				
14.	Staff are aware of the action required following a needle-stick/sharps injury/bite.				
DECONTAMINATION					
15.	Staff can describe the symbol used to indicate single use items.				
16.	Cleaning schedules are available and adhered to for decontamination of equipment.				
17.	Staff are aware of the need for a decontamination certificate to be issued before equipment is sent for repair or maintenance.				
18.	Staff have access to multi-surface detergent wipes and 70% alcohol hard surface wipes.				
19.	Medical equipment is clean, intact, fit for purpose and within its 'service' date.				
20.	Head circumference tapes are either single use or cleaned between use.				

DECONTAMINATION		Y	N	NA	COMMENTS
21.	Baby changing mats are intact and visibly clean at all times.				
22.	Weighing scales and height chart/stand are visibly clean at all times and are included in a regular cleaning schedule.				
23.	Developmental check equipment/toys are visibly clean and on a regular cleaning schedule.				
PERSONAL PROTECTIVE EQUIPMENT					
24.	Sterile and non-sterile gloves (powder free) conforming to European Community (EC) standards, latex/non latex are available in all clinical areas.				
25.	Disposable plastic aprons are worn as single-use items for each clinical procedure and episode of patient care when there is a risk that clothing or uniform may become exposed to body fluids or become wet.				
26.	Face/eye protection is worn where there is a risk of splashing into the face and eyes.				
27.	Staff carry PPE for use within the home/community setting.				
INFECTION CONTROL PRACTICES					
28.	Specimens are transported in containers that withstand drop testing regulations.				
29.	Appropriate cool bags are available for the transportation and storage of vaccines.				
30.	Staff can state the correct method to deal with a blood/body fluid spillage.				
31.	Staff are aware of the exclusion time of 48 hours for viral gastroenteritis.				
32.	Staff have access to IPC Policies and Procedures and 'De-Bugged', the IPC Newsletter.				
33.	There is evidence that clinical staff within the unit update their IPC knowledge annually.				
34.	Community bags should be wipe-able inside and out, visibly clean with all items stored in a manner to reduce cross contamination.				