

## ENVIRONMENTAL ROUNDS WORKSHEET FOR INFECTION PREVENTION

<b>AREA INSPECTED:</b>	<b>DATE:</b>	<b>INSPECTOR:</b>
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Use separate sheet for each department or patient care unit. Check as follows:  
 C = Compliant; NC = Not compliant; CAC = Corrective action completed; FU = Follow-up required; NA = Not applicable

Criteria	C	NC	Finding or Comment	CAC	FU	NA
<b>Patient Rooms:</b>						
Floors & walls clean						
Walls are free of breaks and penetrations						
Bathroom clean						
Sink clean						
Furniture clean and in good condition						
Windows and windowsills clean						
Irrigation & sterile solutions labeled as per policy						
Peripheral IVs, CVC, arterial lines labeled as per policy						
Foley catheters hanging appropriately						
IV pumps, Feeding pumps, etc. clean (while in use)						
Gloves, PPE, available as per policy						
Barriers used appropriately						
Bed pans & urinals labeled as appropriate						
Cubicle curtains clean and free of tears, etc.						
<b>Isolation Rooms:</b>						
Appropriate sign(s) posted						
Isolation equipment available						
PPE available						
Door closed as appropriate						
Negative pressure being supplied as required						
Air exchanges being supplied as required						
Patient instructed on isolation requirements						
Patient with proper attire when being transported						
<b>Treatment &amp; Examination Rooms:</b>						

Criteria	C	NC	Finding or Comment	CAC	FU	NA
Floors & walls clean						
Countertops clean						
Exam table clean						
Furniture clean and in good condition						
<b>Utility &amp; Storage Rooms:</b>						
Adequate separation of clean & soiled						
Floors and walls clean						
No supplies stored on the floor						
Supplies stored 6" from floor						
Supplies stored 18" from ceiling						
No supplies stored under sinks						
No supplies stored in bathrooms, soiled utility rooms						
Supplies stored away from windows, vents						
Shelving/drawers/cabinets clean						
Patient supplies within expiration dates						
Sterilized trays free of dust, unopened, tears						
Event-related sterile items labeled appropriately						
<b>Soiled Utility Rooms:</b>						
Floors and walls clean						
Free of patient supplies and sterilized trays						
Bedpan flusher clean						
Soiled linen is bagged & placed in transport truck						
<b>Hallways:</b>						
Floors and walls clean						
Free of obstruction and equipment						
<b>Equipment &amp; Non-Critical Items:</b>						
Equipment in patient use clean						
Equipment stored is clean						
Equipment handled as per policy						
<b>Linen:</b>						
Clean linen distributed to units on clean, covered carts						

Criteria	C	NC	Finding or Comment	CAC	FU	NA
Separation of clean & soiled linen						
Clean linen stored in required area, on shelves or carts						
Soiled linen not placed on floor, furniture, windowsills, etc.						
Soiled linen collected as per policy						
Soiled linen contained in bags, not overfilled						
Linen hampers & carts covered						
Linen hampers & carts clean & in good condition						
<b>Offices, Work Stations &amp; Reception Areas:</b>						
Carpeting clean						
Desks clean and free from unnecessary clutter & food items						
Office equipment clean & free from clutter						
Floors free of clutter & trash						
Food only in designated areas						
<b>Meeting Rooms:</b>						
Carpeting clean						
Empty cups & food items placed in trash						
Furniture clean & in good condition						
<b>Waiting Areas &amp; Staff Lounges:</b>						
Carpeting clean						
Furniture clean & in good condition						
Empty cups & food items placed in trash						
<b>Waste Management:</b>						
Waste containers not overfilled						
Waste containers clean, operational, & in good condition						
Waste containers covered as required						
Containers located appropriately						
Appropriate number of containers available						
Containers labeled as required						
Red bag available in each regulated medical waste container						
Regulated medical waste discarded appropriately						
Items in regulated medical waste containers are appropriate						
Sharps containers available						

Criteria	C	NC	Finding or Comment	CAC	FU	NA
Sharps containers not overfilled						
Sharps containers secured appropriately						
No capped syringes in containers						
Sharps appropriately discarded						
<b>Other Housekeeping Issues:</b>						
Handwashing sink is available						
Hand towels are available						
Hand towel dispenser available/operable						
Handwashing solution is available						
Soap is appropriate for area/unit						
Handwashing solution dispenser available/operable						
Waterless soap is available to the staff						
No bar soap						
Area free of roaches, flies, mice & other vermin						
Blood spill kits available						
Tubs/showers are clean						
Vent grills clean						
High-level dusting performed						
Porter's closet clean						
Housekeeping staff aware of cleaning solution admixing policy						
<b>Pantry:</b>						
Floors & walls clean						
No expired juice/milk, etc.						
Ice machine clean						
Microwave clean						
<b>Refrigerators:</b>						
Daily checklist completed for temperatures						
Correct temp observed: Food & drink, 36-45° F						
Correct temp observed: Medications, 36-46° F						
Correct temp observed: Specimens, 36-46° F						
Correct temp observed: Blood, 34-43° F						
Correct temp observed: Freezers, ≥32° F						
Only medications in medication refrigerator						

Criteria	C	NC	Finding or Comment	CAC	FU	NA
Only food in food refrigerator						
Only specimens in specimen refrigerator						
Patient food & staff food not mixed						
Refrigerator clean						
Items labeled as per policy						
<b>Medications:</b>						
No outdated IV solutions or medications						
Open vials dated and timed as per policy						
Medication carts clean and organized						
<b>Elevators:</b>						
Floors & walls clean						
Designated elevators used appropriately						
<b>Miscellaneous:</b>						
Handwashing observed when appropriate						
Ceiling tiles are clean and in good condition						
Ceiling is free of holes and penetrations						
Disaster, evacuation, fire, infection control, & MSDS documents available						
Storage closets and shelves						
Sink clean						
Area free of water leaks or spills						
Specimens being bagged, handled, labeled as per policy						
Safety devices available						
Safety devices used appropriately						
<b>Grounds:</b>						
Clean & free of trash						
Building walls free of penetrations						
<b>Disinfection/Sterilization:</b>						
Appropriate solutions available for soaking						
Appropriate containers available						
Containers clean, covered, labeled as required						

Criteria	C	NC	Finding or Comment	CAC	FU	NA
Instruments/devices being processed correctly						
QA program for gluteraldehyde						
Sterilizers clean						
Sterilizers functioning properly						
Sterilizer preventive maintenance available						
Sterilization parameters maintained						
Chemical/Biological monitors used as per policy						
Sterilization records/documentation complete						

CORRECTIVE ACTIONS:

REPORT SENT TO: