

Patient Care Systems: Infection Control

Name of Hospital: _____

Date: _____ Hospital Contact: _____

Always/
Yes

Sometimes

Never/
No

N/A

DEPARTMENT MANAGEMENT

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 1. Infection control (IC) policies and procedures are in place that include: |
| | | | | a. hand washing and glove use protocols, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. proper handling of body fluids and blood, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. respirator use, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. disinfecting reusable patient care equipment, and |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | e. proper handling and disposal of needles/syringes. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 2. Post-exposure policy and procedures are in place. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 3. Compliance with Standard/Universal Precautions is required. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 4. The Infection Control and Prevention Program includes infection prevention practices for: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. employees, visitors, volunteers, medical staff, students, residents, any allied professionals, and |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. all inpatient and outpatient departments. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 5. The Infection Control Department is responsible for establishing a system-wide plan that is implemented throughout the health system to the department level and tailored to the specific dimensions of each department. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 6. The Infection Control and Prevention Program provides a safe environment for the health system by implementing sound infection prevention practices that reduce the risk of hospital/health system-acquired infections. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 7. The Infection Control and Prevention Program identifies infections and implements corrective actions. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 8. The Infection Control and Prevention Program expands to meet the developing needs of the health system. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 9. The Infection Control and Prevention Program ensures compliance with required federal, state, and local regulatory standards. |

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Always/ Yes	Sometimes	Never/ No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. There is an Infection Control and Prevention Committee, whose multidisciplinary membership consists of representatives from medical staff, administration, Performance Improvement/Patient Safety Committee, physicians' offices, support services, Microbiology Department, pharmacy, and members of the Infection Control and Prevention Department.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. The Infection Control and Prevention Committee includes other representatives of the medical staff or hospital departments who may be invited as ad hoc consultants to discuss topics pertinent to their area of authority.
				12. The Infection Control and Prevention Committee:
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	a. meets regularly throughout the year;
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	b. sets parameters for surveillance, analyzes data of infection trends, and measures the effect of strategies on infections;
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	c. reviews and updates policies;
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	d. monitors and evaluates the infection control and prevention practices and surveillance activities, keeping in mind epidemiologically significant issues identified for the health system and the community;
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	e. directs educational requirements for the health system;
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	f. ensures that applicable federal, state, and local laws that affect the infection control and prevention practices are met;
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	g. evaluates individual department activities in conjunction with the Infection Control and Prevention Program; and
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	h. communicates Infection Control and Prevention Committee information, discussions, and recommendations (which are documented in the minutes) to the Medical Executive Committee, health system (leadership), CEO, Performance Improvement/Patient Safety Committee, Risk Management, chief of nursing, and the Hospital Safety Committee.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	13. The medical director of Quality Improvement assists in communicating information to the appropriate medical staff committees.

Patient Care Systems: Infection Control

Always/
Yes Sometimes Never/
No N/A

Employee Health Policies

14. Employee health policies are in place that include:

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. TB prophylaxis; |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. vaccinations, e.g., hepatitis B (HBV) and influenza; |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. employees with HIV/HBV infections; and |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. maintenance of employee health records. |

Housekeeping/Equipment Policies

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 15. Laundry service policies are in place for handling and laundering soiled linens and gowns. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. Contaminated laundry is bagged at the location used. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. Contaminated laundry is transported in labeled bags. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 16. HVAC servicing and maintenance are performed. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 17. Construction and renovation area contamination controls are implemented. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 18. Cleaning schedules and methods are in place for equipment/supplies. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 19. Supervisors of the environmental service staff regularly monitor daily room cleaning (including isolation rooms and service areas) by: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. direct observation using a checklist; |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. as cleaning is performed, and after it is completed. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 20. Autoclave records are properly maintained. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 21. Both temperature and spore tests are conducted on the autoclave and documented at least weekly. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 22. Bottles of antiseptics are dated with expiration dates after opening, not refilled, and discarded within three months of opening. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 23. Properly functioning sinks with adjacent soap dispensers and disposable towels are conveniently located in all patient care areas. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 24. Waiting areas are designed to avoid overcrowding. |

Patient Care Systems: Infection Control

Always/
Yes

Sometimes

Never/
No

N/A

Signs and Labels

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 25. Warning labels are affixed to containers of infectious waste. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 26. Warning labels are affixed to refrigerators and freezers containing blood. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 27. Warning labels are on containers to transport blood products and body fluids. |

Medical Waste

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 28. Medical waste containers are covered at all times, and they are closed, labeled, and transported properly. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 29. Untreated medical waste is properly labeled as “biohazard” or “infectious medical waste.” |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 30. Medical waste storage outside the building is either in secure containers or in a building that is locked. |

HUMAN RESOURCES

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 31. There is a designated infection control practitioner responsible for an IC program that includes the ongoing training and surveillance of employees (including contracted employees). |
| | | | | 32. There is documentation of staff training and education for: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. infection control, including OSHA and compliance guidelines; |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. personal health and safety education; |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. CDC/state health department reportable diseases; |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. regular training and review of protocols for cleaning and disinfecting endoscopes; |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | e. all personnel who are responsible for high-level disinfection or sterile processing have documented education and training. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 33. Based on data collected and trended from compliance monitoring of hand hygiene and use of personal protective equipment (PPE), feedback and education are provided to staff as appropriate. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 34. Based on feedback from compliance monitoring of environmental cleaning, education and review are performed for environmental service staff related to cleaning tasks. |

Patient Care Systems: Infection Control

Always/
Yes

Sometimes

Never/
No

N/A

PATIENT CARE

Work Practices

- | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 35. Personnel wash their hands or use appropriate waterless hand cleanser before and after each patient contact. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 36. Disposable equipment is not reused. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 37. Protective clothing is removed upon leaving the patient care or work area. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 38. Food and drinks are not stored in refrigerators used for blood or other infectious materials. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 39. Food and drinks are not stored adjacent to medications. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 40. Gloves are not reused. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 41. Used gloves are disposed in waste containers inside the exam/treatment room. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 42. Sterile gloves are used for invasive procedures. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 43. Personnel wash their hands after removing gloves. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 44. Masks are not reused. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 45. Face masks are not touched during use. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 46. Face masks and eye protection are used anytime there is the possibility of splashing fluids or blood. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 47. Clinical staff and others who have patient contact are periodically monitored by observation for compliance with hand hygiene and appropriate utilization of PPE. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 48. Staff compliance is monitored with established protocols for endoscopy cleaning and disinfection. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 49. Patients and visitors are instructed by written notification, signage, and direct care providers about infection control protocol. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 50. Safe injection practices in accordance with CDC guidelines are followed. |

Patient Care Systems: Infection Control

Always/
Yes

Sometimes

Never/
No

N/A

Disposal of Contaminated Sharps

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 51. Contaminated sharps are discarded in designated containers immediately after use. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 52. Containers for contaminated sharps are labeled. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 53. The containers are easily accessible and in an upright position. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 54. The containers are no more than 80 percent full. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 55. The containers are placed so that they do not tip over. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 56. Contaminated needles are not re-capped, bent, or broken. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 57. Needleless devices are used. |

Multidrug Resistant Organism (MDRO) Precautions

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 58. Appropriate infection control practices are incorporated into routine patient care. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 59. CDC guidelines for judicious use of antibiotics are considered prior to prescribing antibiotics. |
| | | | | 60. Contact precautions are instituted with patients suspected of infection with an MDRO including: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | a. hand hygiene protocols, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. active surveillance of cultures, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. education of the patient and staff, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. enhanced environmental screening, and |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | e. communication of patient status among providers. |

Communication

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 61. There is a process in place to communicate infection surveillance, prevention, and control information to a referring or receiving organization when a patient is transferred, referred, or admitted, and the presence of a health care–associated infection was not known at the time of transfer or referral. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 62. There is a process in place to communicate clinically significant infections to federal, state, and local public health authorities in accordance with law and regulation. |

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Always/
Yes

Sometimes

Never/
No

N/A

Control of Potential Pandemic Infections (e.g., SARS, Influenza)

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 63. There is a process in place to practice respiratory hygiene/ cough etiquette. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 64. Triage is performed to identify patients with potentially communicable infections. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 65. Patients with potentially communicable infections are separated from the general waiting area. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 66. Potentially infected patients are placed in exam rooms with the door closed. |

Health Care–Associated Infection Control Practices

- | | | | | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 67. The facility has implemented evidence-based practices to prevent: |
| | | | | a. health care–associated infections due to multidrug resistant organisms, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | b. central line–associated bloodstream infections, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | c. indwelling catheter-associated urinary tract infections, and |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | d. surgical site infections, |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 68. The Infection Control and Prevention Committee delegates authority to the Infection Control and Prevention Department manager and the practitioners to determine when an infection is considered hospital–acquired according to the criteria. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 69. The facility has implemented infection prevention and control activities for cleaning low-level disinfection of medical equipment, devices, and supplies. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 70. The facility has implemented infection prevention and control activities for cleaning intermediate and high-level disinfection and sterilization of medical equipment, devices, and supplies. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 71. There is an effective reprocessing protocol for endoscopy equipment that includes model-specific written guidelines and instructions for reference. |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | 72. Reprocessing methods ensure that the endoscope, the reprocessing equipment, and the liquid chemical sterilizer (or ethylene oxide or gas plasma) are compatible with each other, so the endoscope is effectively disinfected or sterilized, and there is no damage to the endoscope. |

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Always/ Yes	Sometimes	Never/ No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	73. There are documentation requirements to help identify patients affected by a particular endoscope if there is a problem later.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	74. There is periodic review of the endoscopy cleaning and disinfection protocols to ensure they are still current/relevant.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	75. There is periodic reassessment of the compatibility of devices and methods for endoscopy use and disinfection, especially when looking to purchase new devices.

This interactive guide is not a standard of care. Any guidelines suggested here are not rules, do not constitute legal advice, and do not ensure a successful outcome. The ultimate decision regarding the appropriateness of any action or treatment must be made by each health care practitioner in light of all circumstances prevailing in the individual situation and in accordance with the laws of the jurisdiction in which the care is rendered.