



Clinical Practice Process Improvement Tool : Hand Hygiene Environment



Functional Area: Start Date: Overall Auditors:

Module: Hand Hygiene Environment

Date: Auditors:

Standard: The environment is designed and managed effectively to minimise reservoirs for micro organisms and reduce the risk of cross infection to patients, staff and visitors.

Question Set: Hand Hygiene Environment - Environment

Observation: 1

Table with 7 columns: Question, Guidance, Yes, No, N/A, Comment. Contains 16 rows of audit questions related to hand hygiene environment.



Question Set: Hand Hygiene Environment - Environment

Observation: 1

	Question	Guidance	Yes	No	N/A	Comment
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.			<input checked="" type="checkbox"/>	
21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.			<input checked="" type="checkbox"/>	
22	Are hand hygiene promotional posters displayed at hand wash basins?	Check all basins.				
23	Is a hand hygiene training programme, including behaviour change strategies, conducted at least annually? (90)	Check for evidence of complete programme featuring staff numbers, details and dates.			<input checked="" type="checkbox"/>	

Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 2

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .			<input checked="" type="checkbox"/>	
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 2

	Question	Guidance	Yes	No	N/A	Comment
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.				
21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.				
22	Are hand hygiene promotional posters displayed at hand wash basins?	Check all basins.				
23	Is a hand hygiene training programme, including behaviour change strategies, conducted at least annually? (90)	Check for evidence of complete programme featuring staff numbers, details and dates.				



Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 3

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .			<input checked="" type="checkbox"/>	
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 3

	Question	Guidance	Yes	No	N/A	Comment
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.			<input checked="" type="checkbox"/>	
21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.			<input checked="" type="checkbox"/>	
22	Are hand hygiene promotional posters displayed at hand wash basins?	Check all basins.				
23	Is a hand hygiene training programme, including behaviour change strategies, conducted at least annually? (90)	Check for evidence of complete programme featuring staff numbers, details and dates.			<input checked="" type="checkbox"/>	

Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 4

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .			<input checked="" type="checkbox"/>	
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 4

	Question	Guidance	Yes	No	N/A	Comment
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.				
21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.				
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Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 5

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .			<input checked="" type="checkbox"/>	
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 5

	Question	Guidance	Yes	No	N/A	Comment
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.			<input checked="" type="checkbox"/>	
21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.			<input checked="" type="checkbox"/>	
22	Are hand hygiene promotional posters displayed at hand wash basins?	Check all basins.				
23	Is a hand hygiene training programme, including behaviour change strategies, conducted at least annually? (90)	Check for evidence of complete programme featuring staff numbers, details and dates.			<input checked="" type="checkbox"/>	

Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 6

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .			<input checked="" type="checkbox"/>	
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 6

	Question	Guidance	Yes	No	N/A	Comment
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
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21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.			<input checked="" type="checkbox"/>	
22	Are hand hygiene promotional posters displayed at hand wash basins?	Check all basins.				
23	Is a hand hygiene training programme, including behaviour change strategies, conducted at least annually? (90)	Check for evidence of complete programme featuring staff numbers, details and dates.			<input checked="" type="checkbox"/>	



Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 7

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .			<input checked="" type="checkbox"/>	
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 7

	Question	Guidance	Yes	No	N/A	Comment
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.				
21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.				
22	Are hand hygiene promotional posters displayed at hand wash basins?	Check all basins.				
23	Is a hand hygiene training programme, including behaviour change strategies, conducted at least annually? (90)	Check for evidence of complete programme featuring staff numbers, details and dates.				

Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 8

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .				
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 8

	Question	Guidance	Yes	No	N/A	Comment
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.				
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Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 9

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .				
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 9

	Question	Guidance	Yes	No	N/A	Comment
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.			<input checked="" type="checkbox"/>	
21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.			<input checked="" type="checkbox"/>	
22	Are hand hygiene promotional posters displayed at hand wash basins?	Check all basins.				
23	Is a hand hygiene training programme, including behaviour change strategies, conducted at least annually? (90)	Check for evidence of complete programme featuring staff numbers, details and dates.			<input checked="" type="checkbox"/>	

Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

Question Set: Hand Hygiene Environment - Environment

Observation: 10

	Question	Guidance	Yes	No	N/A	Comment
1	Are hand hygiene policies accessible near to the point of care?	'Near' means accessible to all staff during a span of duty .			<input checked="" type="checkbox"/>	
2	Are alcohol based hand rub bottles available at the point of care? (55, 90)	Check it is within reach, this may be a personal dispenser .				
3	Are alcohol based hand rub dispensers visibly clean? (90)	Check there is no build up on the nozzle. The dispenser should be functioning with enough solution in the dispenser for the next two uses.				
4	Are there dedicated hand wash basins available? (15, 53, 80, 82, 90)	Dedicated means for hand washing only. Check for hand wash basin.				
5	Is the hand wash basin accessible? (53, 80, 90)	Check for obstructions e.g. equipment.				
6	Are elbow/sensor taps available? (15)	Visually check.				



Question Set: Hand Hygiene Environment - Environment

Observation: 10

	Question	Guidance	Yes	No	N/A	Comment
7	If no elbow or sensor taps, are staff aware of how to turn off the taps with a paper towel? (15)	Observe practice or ask a member of staff to describe procedure.				
8	Are mixer taps or thermostatically controlled water available? (15)	Test water temperature.				
9	Is the hand wash basin in a good state of repair? (15)	Check there are no cracks or chips.				
10	Is the hand wash basin visibly clean? (52, 84)	Check plugholes and overflows for cleanliness & build up of limescale.				
11	Is the soap dispensed from a single use cartridge? (53, 80, 90, 92, 94)	Check cartridge, there should be enough soap for the next two uses.				
12	Is the liquid soap dispenser wall mounted?	Check that the soap dispenser is wall mounted.				
13	Is the soap dispenser visibly clean?	Check the nozzle for build up of soap and debris.				
14	Are paper towels available from an enclosed dispenser? (53, 80, 90)	Paper towels should be soft tissue with enough in the dispenser for the next two washes.				
15	Is the paper towel dispenser visibly clean?	Check underside of dispenser.				
16	Is there a hands-free domestic waste bin available for the disposal of paper towels? (53, 56, 80)	Visually check.				
17	Is the foot pedal of the domestic waste bin in good working order? (53, 80)	Check the foot pedal opens the lid.				
18	Is the domestic waste bin visibly clean, including lid and pedal? (23, 85, 86)	Check bins are clean externally and internally.				
19	Is the domestic waste bin in good condition? (23, 85, 86)	Check for rust i.e. underneath lid.				
20	Are hand hygiene compliance results available? (90)	Check for on general wall or in staff room that is accessed by all disciplines. Date of last results presented should be within previous 6 months.				
21	Are action plans available to address hand hygiene compliance failures? (90)	Action plan with specific time limited actions available where all staff can access it readily, e.g. not in a locked drawer or office.				
22	Are hand hygiene promotional posters displayed at hand wash basins?	Check all basins.				
23	Is a hand hygiene training programme, including behaviour change strategies, conducted at least annually? (90)	Check for evidence of complete programme featuring staff numbers, details and dates.				



Question Set Comments/Recommendations for Hand Hygiene Environment - Environment

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- 23 Department of Health (2006) Health Technical Memorandum 07-01: Safe management of healthcare waste.
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- 52 The national specifications for cleanliness in the NHS: A framework for setting and measuring performance outcomes April 2007.
www.nrls.npsa.nhs.uk/resources/?EntryId45=59818
- 53 Health Facility Note 30 Infection Control in the built environment. Stationary Office, 2003 (soon to be superseded by HBN 00-09)
- 55 National Patient Safety Agency. Patient Safety Alert 2008. Clean Hands Saves Lives.
- 56 Department of Health (1991) Health Building Notes 26: Operating Department. London: The Stationary Office.
- 80 Scottish Health Facility Note 30: Infection Control in the Built Environment: Design and Planning. In: Scotland HF, Editor: NHS National Services Scotland, 2007
- 82 Department of Health (2009) Code of Practice for the NHS on the prevention and control of healthcare associated infections and related guidance: Department of Health.
- 84 Control of the Environment Policy and Procedure. In: Infection Control Team HPS, editor: NHS National Services Scotland, 2009
www.documents.hps.scot.nhs.uk/hai/infection-control/sicp/environment/mic-p-environment-2009-02.pdf
- 85 The NHS Cleaning Manual: NPSA, 2009
- 86 The NHS Scotland National Cleaning Services Specification. In: Force HAIT, editor: NHS National Services Scotland
www.scotland.gov.uk/Publications/2004/05/19319/36643
- 90 World Health Organisation (2009) Guidelines on hand hygiene in health care. Geneva, Switzerland: World Health Organisation
- 92 Kerr J. (1998) Handwashing. Nursing Standards 12 (51) 35-42
- 94 Ward (2000) Handwashing facilities in the clinical area; a literature review. British Journal of Nursing 9 (2) 82-86



Module: Hand Hygiene Technique

Date: Auditors:

Standard: Hand hygiene is performed by correctly prepared staff using an appropriate technique

Question Set: Hand Hygiene Technique - Technique

Observation: 1

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 2

	Question	Guidance	Yes	No	N/A	Comment
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Question Set: Hand Hygiene Technique - Technique

Observation: 2

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 3

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	



Question Set: Hand Hygiene Technique - Technique

Observation: 3

	Question	Guidance	Yes	No	N/A	Comment
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 4

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				



Question Set: Hand Hygiene Technique - Technique

Observation: 4

	Question	Guidance	Yes	No	N/A	Comment
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 5

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				



Question Set: Hand Hygiene Technique - Technique

Observation: 5

	Question	Guidance	Yes	No	N/A	Comment
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 6

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				



Question Set: Hand Hygiene Technique - Technique

Observation: 6

	Question	Guidance	Yes	No	N/A	Comment
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 7

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	



Question Set: Hand Hygiene Technique - Technique

Observation: 7

	Question	Guidance	Yes	No	N/A	Comment
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 8

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	



Question Set: Hand Hygiene Technique - Technique

Observation: 8

	Question	Guidance	Yes	No	N/A	Comment
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 9

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	



Question Set: Hand Hygiene Technique - Technique

Observation: 9

	Question	Guidance	Yes	No	N/A	Comment
8	Are hands wetted before applying wash products? (90)	Observe practice.				
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

Question Set: Hand Hygiene Technique - Technique

Observation: 10

	Question	Guidance	Yes	No	N/A	Comment
1	Is there an indication for hand hygiene to be performed? (90)	Check hand hygiene is performed if one of the Five Moments for Hand Hygiene is observed.			<input checked="" type="checkbox"/>	
2	Are health and social care workers hands free of false fingernails or fingernail extenders? (90)	Check both hands.				
3	Are health and social care workers hands free of nail polish? (90)	Check both hands.				
4	Are health and social care workers fingernails short? (90)	Nails should not be seen when viewing the palm.				
5	Are health and social care workers fingernails clean? (90)	Check both hands.			<input checked="" type="checkbox"/>	
6	Are hands free from prohibited rings? (90)	Check policy e.g. only one plain band can be worn.			<input checked="" type="checkbox"/>	
7	Are wrists free from all clothing and other articles? (90)	Watches and bracelets should not be worn and wrist area should be free from clothing or bare below elbow according to local guidelines			<input checked="" type="checkbox"/>	
8	Are hands wetted before applying wash products? (90)	Observe practice.				



Question Set: Hand Hygiene Technique - Technique

Observation: 10

	Question	Guidance	Yes	No	N/A	Comment
9	Is the correct amount of hand hygiene product used? (90)	Single shot from a dispenser.			<input checked="" type="checkbox"/>	
10	Is the correct 6 step technique used? (90)	See WHO 'how to hand wash/how to hand rub' images/posters or local guidelines.			<input checked="" type="checkbox"/>	
11	Are the taps turned off using a no-touch technique following hand washing? (90)	Using elbow/knee or a sensor tap.				
12	Are the hands dried thoroughly? (90)	Observe practice.				
13	Are paper towels disposed of without touching the domestic waste bin by hand? (90)	Observe practice.				

Question Set Comments/Recommendations for Hand Hygiene Technique - Technique

- 90 World Health Organisation (2009) Guidelines on hand hygiene in health care. Geneva, Switzerland: World Health Organisation