

# Ice Machine Checklist

Name:

Date:

Location/Unit:

Prevention Component	Practice Performed			Comments
	Yes	No	N/A	
A fresh, clean cup is used to obtain ice <i>(drinkware is not brought back to the ice machine once it has been used)</i>				
Staff wash hands prior to using the ice machine				
Hand sanitizing is readily available near the ice machine				
Access to ice machines is limited <i>(prevents visitors and others from inadvertently spreading infection by not washing their hands before using the machine or placing a used cup under the lever)</i>				
Hand sanitizer is readily available in cafeterias, dining rooms, or other public areas that have an ice machine or ice bin				
Ice scoops are handled once and not stored in the ice bin				
When not in use, the scoop is stored in a clean container outside of the ice bin				
Ice scoops are disinfected at least daily with the facility approved disinfectant (or are disinfected by placing it in a commercial dishwashing machine and running it along with dishware)				
The ice machine is cleaned weekly <ul style="list-style-type: none"> <li>• Soap and water is used to clean high-touch surfaces of the ice machine (dispensing button and levers, bin doors, handles, etc.)</li> <li>• The area is rinsed with water</li> </ul>				
The ice machine is disinfected weekly <ul style="list-style-type: none"> <li>• After cleaning, an EPA-registered disinfectant is used on the area</li> <li>• Directions on the label are followed (dilution rates, contact times, etc.)</li> <li>• After the contact time has elapsed, the area is rinsed with water</li> </ul>				

Prevention Component	Practice Performed			Comments
	Yes	No	N/A	
The ice machine is sanitized weekly <ul style="list-style-type: none"> <li>An EPA-registered sanitizer is used on the surface (Note: many disinfectants double as sanitizers at a lower dilution rate)</li> <li>The instructions for "sanitizing" on the label are followed</li> <li>The solution is allowed to air dry</li> </ul>				
Ice machines are on a preventive maintenance schedule as per manufacturers recommendation				

Use N/A if (a) non-applicable or (b) not assessed.

### General Comments