

# Water Management Checklist

Name:

Date:

Location/Unit:

The checklist should be used to assess adherence to routine cleaning and maintenance of water systems and devices throughout the facility. Assessment of adherence should be conducted by direct observation during rounding and review of maintenance records.

Prevention Component	Practice Performed			Comments
	Yes	No	N/A	
Taps/fixtures in vacant rooms (especially in rooms/ areas that have not been recently used) are flushed on a routine basis				
Fixtures such as hand-held showers and faucets with aerators or flow restrictors are assessed for sediment or biofilm. Those surfaces are cleaned of any visible biofilm (i.e., slime)				
Ice machines are clean with no signs of sediment or biofilm				
Ice machine filters are replaced per manufacturer recommendation				
Medical devices (such as CPAP machines, room humidifiers, vaporizers, foot baths, etc.) are cleaned and disinfected per manufacturer's recommendation				
Tanks for medical devices (see above) are emptied daily				
Eyewash stations are activated at least weekly				
High risk features (e.g., water features, decorative fountains) that are in operation are assessed for sediment or biofilm and are on a routine maintenance plan				
Water quality throughout the system is measured to ensure that changes that may lead to bacterial growth (such as a drop in chlorine levels) are not occurring				
Water heaters are maintained at appropriate temperatures				
<i>Store and maintain water at temperatures outside the favorable growth range for Legionella (77–113°F, 25–45°C); Note that Legionella may grow at temperatures as low as 68°F (20°C).</i>				

Prevention Component	Practice Performed			Comments
	Yes	No	N/A	
No dead legs (unused branches of plumbing that result in stagnation) are present				
Disinfectant, and other chemical levels, in cooling towers and hot tubs are maintained				
Equipment water filters are clean and free of obstruction				
Collection basins, condensate pans, cooling coils and other components are clean and free from dirt, debris, corrosion and biofilm				

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

### General Comments