

# Laundry Handling Checklist

Name:

Date:

Location/Unit:

Prevention Component	Practice Performed			Comments
	Yes	No	N/A	
Appropriate personal protective equipment (PPE) is worn when handling soiled/contaminated linen.				
Hand hygiene is performed and gloves are put on before handling soiled linens.				
Soiled/contaminated linen is not carried against the body during handling or transport.				
Soiled/contaminated linen is placed in designated containers.				
Linens are not placed on the floor.				
Soiled/contaminated linen is handled with minimum agitation to avoid contamination of air, surfaces and people.				
Soiled/contaminated linen is bagged or contained at the point of use.				
Soiled/contaminated linen is placed in leak-resistant bags or containers.				
Soiled linen is double-bagged when wet, or when soiling creates the need.				
Bags or containers for linen contaminated with blood are identified with labels or color coding.				
Linen containers are not over-filled.				
Linen containers are tied securely and laundered after each use.  <i>Note: soiled linen bags can be laundered with the soiled linen they contained, but should be emptied of their contents prior to laundering</i>				
Carts or linen containers are regularly cleaned (e.g., at least once daily) with <a href="#">Environmental Protection Agency (EPA) approved disinfectants</a> .				

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	Yes	No	N/A	
If laundry chute is in use, laundry bags are closed with no loose items. Loose items are not put in chute.				
Contaminated linen is bagged/contained where collected and sorted/rinsed only in the contaminated laundry area.				
There is dedicated space for laundering soiled linen.				
Designated laundering area has an entrance for bringing in soiled linen ("dirty" area) for processing and a separate exit for removing clean linen.				
Designated laundering area has a schedule for routine cleaning of both soiled and clean linen handling areas, as well as routine cleaning of vents and removal of lint accumulation.				
Designated laundering area has floors and walls made of durable materials that can withstand the exposures of the area (e.g., large quantities of water and steam).				
Handwashing facilities or hand sanitizer and an eye wash station is available in the laundry area.				
Hands are washed after handling soiled/contaminated linen.				
No food, beverages or personal items are in the laundry area.				
Gowns or aprons and face protection (face shield or goggles) are worn by laundry staff when laundering soiled linens, if there is a risk of splashing.				
Instructions from the washer/dryer manufacturer are followed.				
Hot water (at least 160 degrees F) and an approved laundry detergent are used.				
There is a designated area with separation between soiled/contaminated linen and clean linen storage				
Hands are washed before handling clean linen.				

Prevention Component	Practice Performed			Comments
	Yes	No	N/A	
<p>Clean linen is packaged and transported by methods that will ensure their cleanliness and protect them from dust and soil during transport (i.e., clean bags or designated covered clean linen cart).</p> <p><i>State regulations and/or accrediting standards may dictate the procedures for this activity.</i></p>				
<p>Linens taken into patient rooms are not returned to cart even if they have not been used.</p>				
<p>Clean linen is stored by methods that will ensure their cleanliness and protect them from dust and soil during storage (i.e., separate store room with closed door or if stored in cart in hallway, cart is covered at all times).</p> <p><i>State regulations and/or accrediting standards may dictate the procedures for this activity.</i></p>				
<p>Clean linen carts have a solid bottom.</p>				
<p>The lower shelf of linen storage carts are at least 6 inches from the floor.</p>				
<p>Clean linen dropped on the floor is considered soiled laundry and placed with the soiled laundry.</p>				
<p>Clean personal laundry is returned to the correct patient/resident.</p>				

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

### General Comments