

# Safe Linen and Laundry Management Audit



Staff Initials: \_\_\_\_\_ Date: \_\_\_\_\_ Shift: \_\_\_\_\_ Completed by: \_\_\_\_\_

The following expectations are indicated as appropriate or not by writing Yes (Y) or No (N), or Not Applicable (N/A) if the observation does not include a component.

Step to Evaluate	Y/N/NA	Comments
<b>Best Practices for Linen Handling on Resident Units</b>		
Hand Hygiene is performed and gloves are donned before handling soiled linens		
Soiled linens are not carried against the body		
Soiled linens are placed in designated containers and are not shaken, preventing contamination of air and surfaces		
Linens are not placed on the floor		
Clean linens are transported to patient care areas on designated carts or containers		
Linens taken into patient rooms are not returned to cart even if they have not been used		
Contaminated linen is bagged/contained where collected and sorted/rinsed only in the contaminated laundry area		
Soiled linen is double bagged when wet, or when soiling creates the need		
Contaminated and clean linens are transported in separate, covered carts		
If laundry chute is in use, laundry bags are closed with no loose items. Loose items are not put in chute.		
Linen containers are clearly labeled		
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>		

Step to Evaluate	Y/N/NA	Comments
<b>Best Practices for Linen and Laundry Handling in Laundry Room/Laundry Areas</b>		
Linens are stored in a manner that prevents risk of contamination by dust, debris, soiled linens, or other soiled items (linen carts should be covered)		
Laundry equipment is used and maintained according to manufacturer's instruction		
Soiled linens from patient/resident care areas are laundered in a designated area		
Designated laundering area is a dedicated and well-ventilated space		
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 separation between the soiled linen and clean linen storage areas		
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 does not contain any food, beverage, or personal items		
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)		
Designated laundering area has handwashing facilities and an eye wash station		
Hand hygiene is practiced before application and after removal of PPE		
Tear-resistant reusable rubber gloves are worn when handling and laundering soiled linens		
Gowns or aprons and face protection (face shield or goggles) are worn by laundry staff when laundering soiled linens, if there is 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		

Provided immediate feedback of observation (YES/NO): \_\_\_\_\_

Provided one-on-one education if indicated above (YES/NO): \_\_\_\_\_

**I have received and understand the education provided above.**

Printed Name and Title: \_\_\_\_\_ Signature: \_\_\_\_\_

## Resources



[Selected EPA-Registered Disinfectants | EPA](#)