

Shared Equipment Cleaning Audit Tool

Staff initials: _____ Date: _____ Shift: _____

Completed by: _____

Step to Evaluate	Yes	No	Comments
Location of safety data sheets (SDS) is known and verbalized.			
Approved disinfection products are readily available and stored securely.			
Hand hygiene is performed			
Gloves are donned prior to performing disinfection; if chance of accidental splash, put on additional PPE for protection			
Manufacturer's directions for disinfection (i.e., PPE, contact time) are followed.			
Knowledge of disinfecting techniques is demonstrated.			
Equipment is cleaned as soon as possible after use and prior to returning to storage.			
Gloves/PPE are removed, properly disposed and hand hygiene performed immediately after disinfection.			
Dirty, shared equipment is not placed on clean surfaces or in clean storage areas.			
Isolation rooms have dedicated equipment which is not shared.			

Provided immediate feedback of observation: Yes No

Provided one-on-one education if indicated above:

I have received and understand the education provided above.

Staff signature: _____

Printed name and title: _____