

# Infection Control Regional Tool Kit

## #5 Patient/Resident/Client Room Audit Tool

<b>Name of Site</b>		<b>Date of Audit</b>	
<b>Name of Unit</b>		<b>Name of Auditor(s)</b>	
<input type="checkbox"/> Acute <input type="checkbox"/> LTC/AL <input type="checkbox"/> Ambulatory <input type="checkbox"/> MHSU <input type="checkbox"/> Community			

*This document is intended to assist facilities in the ongoing assessment of best practices for management of Resident Rooms.*

	Management of Resident Rooms	Status				Comments <i>Required for "Partial" and "No" selections</i>
		Yes	Partial	No	N/A	
<b>1.0</b>	<b>Shared Spaces</b>					
1.1	<b>Donning Zone is unobstructed</b>					
1.2	PPE cart in position, stocked with approved items <u>only</u> . (see list of items)					
1.3	Utility table surface is clear of all items and access to surface unobstructed					
1.4	<b>Doffing Zone is unobstructed and inside resident room</b>					
1.5	Doffing zone is a minimum size of 1.5 m <sup>2</sup> and at least 2 m away from residents					
1.6	Garbage can: within arm's reach of doffing zone, sized to meet needs – not overflowing					
1.7	Laundry hamper: within arm's reach of doffing zone, no more than 2/3 full					
1.8	<b>Hand Hygiene</b> sink &/or ABHR dispenser is accessible and unobstructed					
1.9	<b>Gloves:</b> available inside room for task-specific glove changes					
1.10	Disinfectant wipes inside room - in designated shared space (not in a resident's bed space)					
1.11	<b>Equipment Cleaning:</b> Unobstructed space for cleaning & disinfection is present inside room					
1.12	Shared Equipment stored in "shared" space with "I am clean" tag or in designated clean zone					

	Management of Resident Rooms	Status				Comments <i>Required for "Partial" and "No" selections</i>
		Yes	Partial	No	N/A	
<b>1.0</b>	<b>Shared Spaces - continued</b>					
1.13	No "resident dedicated" equipment is stored in the shared space					
1.14	<b>Personal Care &amp; Linen Supplies:</b> No supply items or linen stored in shared space					
1.15	<b>Curtains:</b> intact, clean, and functional as a physical barrier for droplets					
1.16	<b>Automated Unit Dose (AUD) strips:</b> Collection bag for used strips placed near garbage (not on counter tops) to facilitate disposal into confidential waste					
<b>2.0</b>	<b>Resident Specific Space</b>					
2.1	<b>Bed space:</b> decluttered and free of excessive furniture					
2.2	Bedside surfaces are cleared to allow proper cleaning and disinfecting by EVS					
2.3	Personal belongings are stored in cabinets and drawers - no items left on the floor.					
2.4	<b>ABHR:</b> is available for resident hand hygiene					
2.5	<b>Food Items:</b> not actively being consumed are removed at least once a shift					
2.6	<b>Resident dedicated equipment:</b> kept in resident bed space or in "designated clean zone" outside room and clearly identified as cleaned and disinfected					
2.7	<b>Single-use/Disposable supplies:</b> Minimally sufficient number of care supplies available at bedside, not overstocked (Max. 1 shift worth)					
2.8	<b>Resident's personal hygiene products</b> are labelled with name and stored in their bed space					
<b>3.0</b>	<b>Shared Washrooms</b>					
3.1	<b>Washroom floor and surfaces:</b> uncluttered, free of resident personal hygiene items					
3.2	<b>Sink present:</b> with soap dispenser and "hands free" paper towel dispenser					
3.3	<b>Toilet present:</b> with all surfaces cleanable and no porous hand rails or pull cords					
3.4	<b>Garbage can:</b> available inside washroom					

Total "Yes"		Total "Partial"		Total "No"	
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**Immediate Action Recommended** *(Add to Outbreak Management Action List with timeline for completion)*

**Other Action Recommended** *(timeline for discussion at EOC)*

**Additional Comments**