



Quality Improvement Secretariat

Ministry of Health & Family Welfare

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Checklist for IPC

1	Hand hygiene			
	a. Hand wash arrangement (Structure)			
	• Hand wash basin present	Yes/No		
	• Running water present	Yes/ No		
	• Soap available	Yes/ No		
	• Six step poster	Yes/ No		
1	b. Hand wash process			
	• Hand wash done before /after (Touching patient/ procedure/touching surrounding/contacting body fluid)	Yes/ No		
	• Hexisole rub done before patient examination	Yes/No/NA		
2	Sterilization			
	a. Structure			
	• Autoclave is present	Yes/ No		
	• Autoclave is functional	Yes/ No		
	• Autoclave has no leaks	Yes/ No		
	• Door seal is in good condition	Yes/ No		
	• Autoclave manual is available at autoclave room	Yes/ No		
	• Autoclave user log present			
	• Boiler is present	Yes/ No		
	• Boiler is functional	Yes/ No		
	• Indicator tap present	Yes/ No		
	• Wrapping linens are present	Yes/ No		
	• Drum is present	Yes/ No		
	• Decontamination bowl/ jar/ container present	Yes/ No		
	2	b. Process		
		• Decontamination of instruments done by soap water	Yes/ No	
		• Boiling done by maintaining temperature & time	Yes/ No	
		• Autoclaving done by maintaining pressure, temperature & time	Yes/ No	
		• Indicator tap attached on packs and drums	Yes/ No	
		• Autoclave log is used	Yes/ No	
3	Sharp management			
	a. Structure			
	• One way safety /sealed container present for keeping sharps	Yes/ No		
	• Needle crusher/ deforming hex present			
	b. Process			
• All sharps are kept in protected safety and sealed jar/ container	Yes/ No			

	• Needles are destroyed/ deformed before keeping in jar/ container	Yes/ No	
	• All sharps are collected with highest care/ precaution using utility gloves	Yes/ No	
	• Sharps are finally disposed in designated pit	Yes/ No	

Checklist for IPC (Cont-)

4	Spill management		
	a. Structure		
	• Spill covering gauze/ towels present	Yes/ No	
	• Readily accessible with spill covering gauze/ towel reserving container	Yes/ No	
	• Designated drum / containing for keeping soiled clothes	Yes/ No	
	b. Process		
	• Body fluid spills are covered as soon as possible (including vomit/ urine/ stool/cough/spit)	Yes/ No	
	• Soiled gauze/ towels are kept in a particular designated drum/container	Yes/ No	
5	Waste management		
	a. Structure		
	• Required colour bins with closed lids present at workplace	Yes/ No	
	• Infectious waste in robust containers with closed lids		
	• Bin carrying cart present	Yes/ No	
	• 3 pits (Red/ Yellow/ Black) present for final disposal within hospital area	Yes/ No	
	• All PPE available	Yes/ No	
	b. Process		
	• Wastes are segregated at workplace	Yes/ No	
	• Waste filled bins are carried to pits by cart	Yes/ No	
	• Wastes are moved out to distant spot / doing burial following SOP	Yes/ No	
	• Infectious sharps waste are kept in puncture proof container	Yes/ No	
	• Waste bins are filled no more than 2/3 full	Yes/ No	
	• Sharp bins are filled no more than 2/3 full	Yes/ No	
• Waste management workers are vaccinated	Yes/ No		
6	PPE (Personal protective equipment)		
	a. Structure		
	• PPE items are present as per need of workplace	Yes/ No	
	b. Process		
	• Gloves are used	Yes/ No	
	• Masks are used	Yes/ No	
	• Caps are used	Yes/ No	
	• Gowns are used	Yes/ No	
	• Trouser are used	Yes/ No	
	• Mackintoshes are present		
• Gum boots (Rubber shoes) are used	Yes/ No		
• Goggles are used	Yes/ No		