



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/	Yes/ No			

	container		
	<ul style="list-style-type: none"> • Needles are destroyed/ deformed before keeping in jar/ container 	Yes/ No	
	<ul style="list-style-type: none"> • All sharps are collected with highest care/ precaution using utility gloves 	Yes/ No	
	<ul style="list-style-type: none"> • Sharps are finally disposed in designated pit 	Yes/ No	
4	Spill management		
	a. Structure		
	<ul style="list-style-type: none"> • Spill covering gauze/ towels present 	Yes/ No	
	<ul style="list-style-type: none"> • Readily accessible with spill covering gauze/ towel reserving container 	Yes/ No	
	<ul style="list-style-type: none"> • Designated drum / containing for keeping soiled clothes 	Yes/ No	
	b. Process		
	<ul style="list-style-type: none"> • Body fluid spills are covered as soon as possible (including vomit/ urine/ stool/cough/spit) 	Yes/ No	
	<ul style="list-style-type: none"> • Soiled gauze/ towels are kept in a particular designated drum/container 	Yes/ No	
5	Waste management		
	a. Structure		
	<ul style="list-style-type: none"> • Required colour bins with closed lids present at workplace 	Yes/ No	
	<ul style="list-style-type: none"> • Infectious waste in robust containers with closed lids 		
	<ul style="list-style-type: none"> • Bin carrying cart present 	Yes/ No	
	<ul style="list-style-type: none"> • 3 pits (Red/ Yellow/ Black) present for final disposal within hospital area 	Yes/ No	
	<ul style="list-style-type: none"> • All PPE available 	Yes/ No	
	b. Process		
	<ul style="list-style-type: none"> • Wastes are segregated at workplace 	Yes/ No	
	<ul style="list-style-type: none"> • Waste filled bins are carried to pits by cart 	Yes/ No	
	<ul style="list-style-type: none"> • Wastes are moved out to distant spot / doing burial following SOP 	Yes/ No	
	<ul style="list-style-type: none"> • Infectious sharps waste are kept in puncture proof container 	Yes/ No	
	<ul style="list-style-type: none"> • Waste bins are filled no more than 2/3 full 	Yes/ No	
	<ul style="list-style-type: none"> • Sharp bins are filled no more than 2/3 full 	Yes/ No	
	<ul style="list-style-type: none"> • Waste management workers are vaccinated 	Yes/ No	
6	PPE (Personal protective equipment)		
	a. Structure		
	<ul style="list-style-type: none"> • PPE items are present as per need of workplace 	Yes/ No	
	b. Process		
	<ul style="list-style-type: none"> • Gloves are used 	Yes/ No	
	<ul style="list-style-type: none"> • Masks are used 	Yes/ No	
	<ul style="list-style-type: none"> • Caps are used 	Yes/ No	
	<ul style="list-style-type: none"> • Gowns are used 	Yes/ No	
	<ul style="list-style-type: none"> • Trouser are used 	Yes/ No	
	<ul style="list-style-type: none"> • Mackintoshes are present 		
	<ul style="list-style-type: none"> • Gum boots (Rubber shoes) are used 	Yes/ No	
	<ul style="list-style-type: none"> • Goggles are used 	Yes/ No	