

# Infection Prevention and Control Office Checklist

- IPAC Manual
  - Policies and Protocols complete
  - Resources complete
  - Last reviewed date
- Logs
  - Sterilization
  - Maintenance
  - Biological/PCD testing
  - Waterline shock/testing
  - Daily/weekly/monthly/yearly Duties
  - Disposal
- Training
  - PHO courses completed
  - Bloodborne Pathogen training
  - Logs present
- Transmission of Microorganisms
- Risk assessments
- Screening Practices
- PPE and Barriers
  - Available
  - Used properly
- Disinfectants
  - Working time
- Sterilization
  - Equipment
  - Maintenance
  - Labeling
- Reprocessing steps
  - In operator
  - Transfer to Sterilization area
  - Transfer through sterilization
  - Transfer from sterilization area to operator
- Reprocessing Area
  - One-way flow
  - Clearly marked
  - Tidy and well maintained
  - Proper signage
  - Any areas of cross-contamination
- Storage
  - Sterilized items
  - Sundries
  - Waste
- Hand Hygiene
  - Designated handwashing sinks
  - 70% Alcohol Based Hand Rub
  - Labeled
  - Signage
- Bloodborne Pathogen Prevention
  - Sharps location
  - Training
- Waterlines
  - Source
  - Treatment
  - Shock
  - Testing
- Suctions
  - Traps
  - Treatment
  - Shock
  - Backflow valves
- Quality Assurance Sterilization Monitoring
  - BI
  - PCD
  - Type V integrator
  - Logging
- Recalling Instruments
  - Protocol
  - Quarantine
  - Maintenance
  - Releasing
- Waste Management and Disposal
  - Sharps
  - Mercury
  - Lead
  - Silver
  - Batteries
  - Chemicals
  - medications
- Laundry
- Environmental Cleaning
- Radiography
- Lab Asepsis
- Sedation
- Alerts and Recalls
- Notes: \_\_\_\_\_  
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Aspect Hygiene