

Environmental Cleanliness Checklist/Audit Tool for Dental Practice

Standard: The environment should be clean, free from dust, dirt and body fluid stains and spillages.

Action	<ul style="list-style-type: none"> This checklist/audit tool should be completed weekly by the Practice Manager or Lead person for Infection Prevention and Control. In the event of non-compliance, action plans should be produced and reviewed regularly. Completed audit tools should be kept locally for good practice assurance and as evidence for CQC inspections.
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	Environment	Evidence	Yes	No	N/A	Comments/Action
1.	Reception	The area is clean, in good decorative condition and free from clutter and inappropriate items				
		Walls, floor, ceiling, furniture, fixtures and fittings, e.g., light fittings, reception desk, are in a good condition, clean and free from stains				
2.	Waiting Areas	The areas are clean, in good decorative condition and free from clutter and inappropriate items				
		Walls, floor, ceiling, furniture, fixtures and fittings, e.g., carpets, light fittings, pictures, chairs, curtains, blinds, are in a good condition, clean and free from stains				
3.	Corridors	The area is clean, in good decorative condition and free from clutter and inappropriate items				
		Walls, floor, ceiling, furniture, fixtures and fittings, e.g., carpets, light fittings, pictures, chairs, curtains, blinds, are in a good condition, clean and free from stains				
4.	Surgeries	The rooms are clean, in good decorative condition and free from clutter and inappropriate items				
		Walls, floor, ceiling, furniture, fixtures and fittings, e.g., flooring, light fittings, chairs, desks, couches, curtains, blinds, hand washing facilities are in a good condition, clean and free from stains				
5.	Clean Utility Room	The room is clean, in good decorative condition and free from clutter and inappropriate items				
		Walls, floor, ceiling, fixtures and fittings, e.g., flooring, light fittings, curtains, blinds, hand washing facilities, cupboards, are in a good condition and free from stains				

	Environment	Evidence	Yes	No	N/A	Comments/Action
6.	Dirty Utility	The area is clean, in good decorative condition and free from clutter and inappropriate items				
		Walls, floor, ceiling, fixtures and fittings, e.g., hand wash basin, liquid soap and paper towel dispensers, decontamination sink, are clean, in good condition and free from stains				
7.	Toilets	The areas are clean, in good decorative condition and free from clutter and inappropriate items				
		Walls, floor, ceiling, fixtures and fittings, e.g., toilet, toilet brush, wash basin, liquid soap and paper towel dispensers, are in a good condition, clean and free from stains				
8.	Cleaner's room	The area is clean, in good decorative condition and free from clutter and inappropriate items				
		Walls, floor, ceiling, fixtures and fittings, e.g., bucket sink, hand wash basin, liquid soap and paper towel dispensers, shelves, are in a good condition				
		Cleaning buckets are clean and dried or stored inverted to air dry. Used re-usable mop heads are clean and stored inverted to facilitate drying				

Audit completed by:	
Job title:	
Premises audited:	
Date:	