

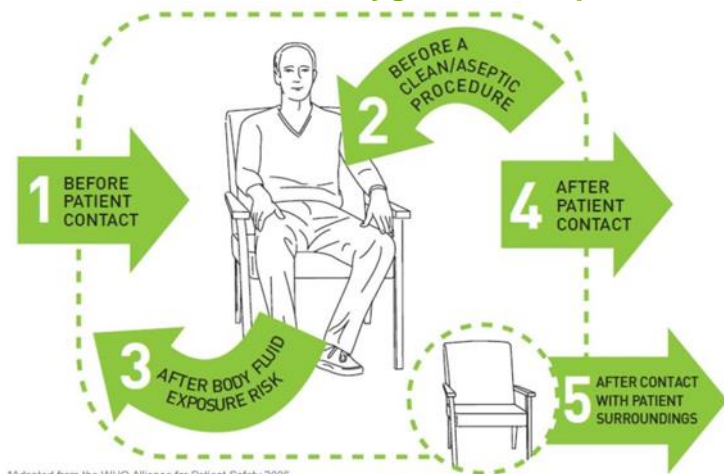
## Hand hygiene compliance: Monthly Audit Tool for General Practice

Action	<ul style="list-style-type: none"><li>• This audit tool should be used as a monthly rolling programme of audit of compliance with your 'Hand hygiene Policy'. All staff should be assessed for hand hygiene technique on at least an annual basis.</li><li>• All columns should be completed.</li><li>• During clinical situations, where possible, staff should be observed undertaking 'Key Moments' – see overleaf.</li><li>• During non-clinical situations, e.g. assessing hand hygiene technique after a team meeting, tick N/A in the 'Key moments' column.</li><li>• In the event of non-compliance, action plans should be produced and reviewed regularly.</li><li>• Completed audit tools should be kept locally for good practice assurance and as evidence for CQC registration requirements.</li></ul>	<p>NOTES:</p> <p>* Staff should be 'Bare below the elbows' (BBE) when delivering direct care to patients. BBE is being free from long-sleeved clothing, wrist and hand jewellery (other than one plain band ring). Long sleeves or religious bangles, if worn, should be pushed up and secured at the elbows. Disposable over-sleeves, if worn, must be disposed of before performing hand hygiene. Finger nails should be short and clean, no nail varnish, false or acrylic nails, nail extensions or nail jewellery.</p> <p>**Refer to the 'Hand hygiene technique for staff' Poster overleaf.</p>
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Auditor		Practice Name			Date	
Observation	Staff member being observed	'Key moments' Was the opportunity taken to clean their hands at each moment	Staff are 'Bare elbow the elbows'*	Cuts and grazes are covered with a waterproof plaster	The correct hand hygiene technique is used when cleaning hands**	Paper towels are disposed of without touching the waste bin lid
No. 1		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 2		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 3		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 4		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 5		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 6		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 7		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 8		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 9		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
No. 10		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

# KEY MOMENTS FOR HAND HYGIENE

Your 5 moments for hand hygiene at the point of care



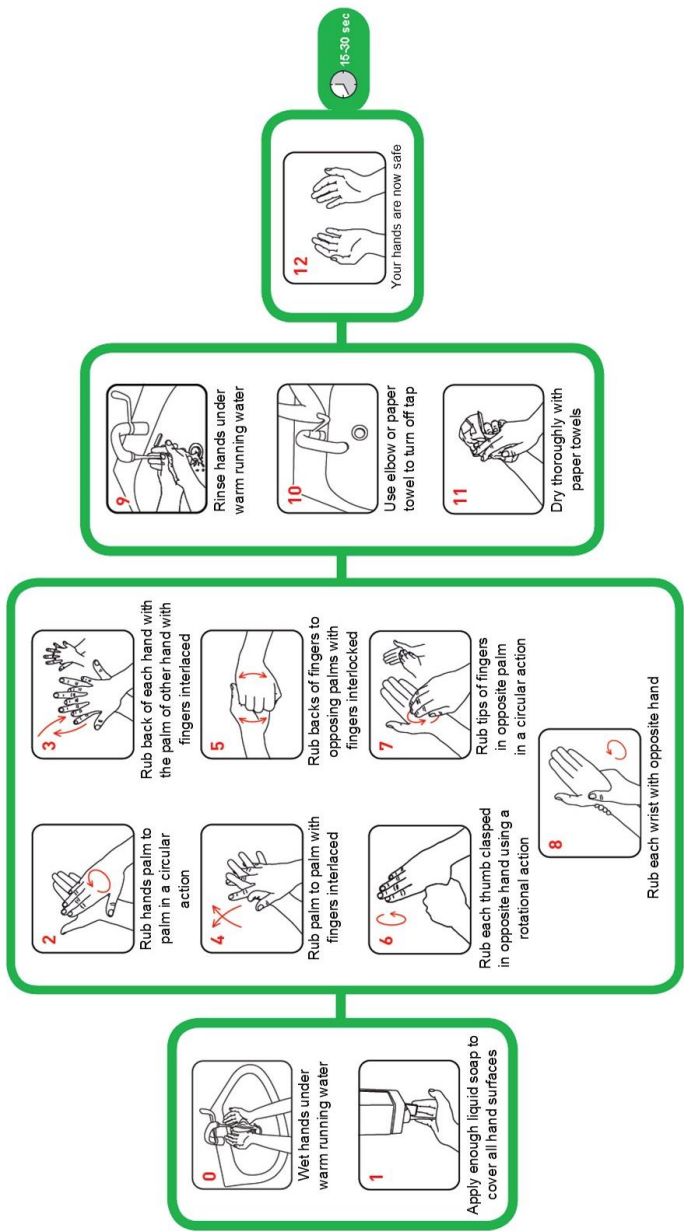
\*Adapted from the WHO Alliance for Patient Safety 2006

<b>1 BEFORE PATIENT CONTACT</b>	<p><b>WHEN?</b> Clean your hands before touching a patient when approaching him/her.</p> <p><b>WHY?</b> To protect the patient against harmful germs carried on your hands.</p>
<b>2 BEFORE A CLEAN/ASEPTIC PROCEDURE</b>	<p><b>WHEN?</b> Clean your hands immediately before any clean/aseptic procedure.</p> <p><b>WHY?</b> To protect the patient against harmful germs, including the patient's own, from entering his/her body.</p>
<b>3 AFTER BODY FLUID EXPOSURE RISK</b>	<p><b>WHEN?</b> Clean your hands immediately after an exposure risk to body fluids (and after glove removal).</p> <p><b>WHY?</b> To protect yourself and the healthcare environment from harmful patient germs.</p>
<b>4 AFTER PATIENT CONTACT</b>	<p><b>WHEN?</b> Clean your hands after touching a patient and her/his immediate surroundings, when leaving the patient's side.</p> <p><b>WHY?</b> To protect yourself and the healthcare environment from harmful patient germs.</p>
<b>5 AFTER CONTACT WITH PATIENT'S SURROUNDINGS</b>	<p><b>WHEN?</b> Clean your hands after touching any object or furniture in the patient's immediate surroundings when leaving—even if the patient has not been touched.</p> <p><b>WHY?</b> To protect yourself and the healthcare environment from harmful patient germs.</p>



## Hand hygiene technique for staff

- If using liquid soap and warm water, use all steps.
- If using alcohol handrub, use steps 2-8.



Harrogate and District NHS Foundation Trust, Community Infection Prevention and Control,  
[www.infectionpreventioncontrol.co.uk](http://www.infectionpreventioncontrol.co.uk) August 2023

Adapted from World Health Organization Guidelines on Hand Hygiene in Health Care and National Patient Safety Agency