

PPE compliance: Monthly Audit Tool for General Practice (Putting on and removing)

Action

- This audit tool should be used as a monthly rolling programme of audit of compliance with your Personal protective equipment (PPE) Policy. All staff should be assessed for putting on and removing PPE on at least an annual basis.
- All columns should be completed.
- Where possible, staff should be observed putting on and removing PPE in clinical situations.
- 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 registration requirements.

PPE is one of the 'Standard infection control precautions'. PPE is worn to protect patients and staff to help prevent the risk of transmission of microorganisms when providing care, contamination of uniforms or workwear and contamination of the skin or mucous membranes, e.g. eyes, nose, mouth.

It is the responsibility of employers to ensure that the correct PPE is available. Staff are responsible to ensure that they wear the correct PPE.

Name of assessor		Job title	
Name of person being assessed		Job title	
Date of assessment			

Question	Yes	No	N/A	Comment
1. Staff member is 'Bare below the elbows'.				
2. Staff member can risk assess and identify the appropriate PPE to be worn: <ul style="list-style-type: none"> a) When there is a risk of contact with blood and/or body fluids (apron, gloves, plus facial protection if risk of splashing)* b) When the patient has a confirmed or suspected infection (apron, gloves and facial protection if droplet or airborne transmission)* c) When undertaking an aseptic technique (apron, gloves)* d) When cleaning the care environment or care equipment (apron, gloves, and facial protection if risk of splashing)* * Note: When caring for patients in relation to any new or emerging infection, any additional PPE as advised in National Guidance should be worn.				
3. Staff member can identify the correct use of aprons applicable to their role. <p>Clinical staff: WHITE for clinical duties</p> <p>Cleaners/staff undertaking cleaning duties: In line with the 'National colour coding scheme for cleaning materials and equipment' (for use of aprons): RED for sanitary areas, including sinks in toilets BLUE for general areas, e.g. waiting rooms and consulting rooms, including sinks in general areas GREEN for kitchens YELLOW for treatment and minor operation rooms</p>				
3. Staff member can demonstrate or describe the correct procedure and order for putting on PPE after risk assessing the task, i.e. 1. Wash hands or apply alcohol handrub, 2. Apply apron, 3. Apply face mask if required, 4. Apply eye protection if required, 5. Apply gloves.				
4. Staff member can demonstrate or describe the correct procedure and order for removing PPE, i.e. 1. Remove gloves and clean hands, 2. Remove apron and clean hands, 3. Remove eye protection and clean hands, 4. Remove face mask and clean hands.				
5. Staff uniform/workwear is clean and fit for purpose.				
6. Footwear is well maintained, visibly clean, non-slip and supports and covers the entire foot to avoid contamination.				
7. Staff member can describe how to clean and disinfect reusable PPE, e.g. safety glasses, visor.				