

## Environmental Cleaning Observation Tool

This tool has been developed by the Indiana Healthcare Associated Infection Initiative for the purpose of improving health care quality. An important part of quality health care is infection prevention and an essential component of preventing infections is maintaining a clean environment. This form will assist with monitoring and identifying the strengths and areas needing improvement in environmental cleaning practices.

### DIRECTIONS:

1. It is the responsibility of the Infection Prevention Staff to complete the top of this form, assigning the day, date and rooms for the observation. Different days of the week (including weekends) and different times of the month should be included across the months of data collection.
2. The Infection Prevention Staff may either complete the environmental cleaning observation or assign it to an Observer for completion.
3. If an Observer is used, Infection Prevention Staff must train the Observer. Staff must be confident that the Observer understands how to complete the form. The observer should agree to the following conditions:
  - a. Observers should not reveal their purpose to the cleaning staff or others in the area. If asked, the observer may use an answer such as, "I'm tracking equipment use for housekeeping."
  - b. Observer must agree to following instructions for time and location of observations.
  - c. Observer must demonstrate a verbal understanding of the process to Staff.
  - d. Observer must agree to return the form to the assigned location.
  - e. If not an Environmental Service staff member, Observer must coordinate with Environmental Services to learn when the room will be cleaned.
4. Two environmental cleaning observations of a daily cleaning (occupied room) are to be completed each month: one in a room of a patient or resident with *Clostridium difficile* and one in a room of a patient or resident without *Clostridium difficile*. If there are no patients or residents in the facility with *Clostridium difficile*, two rooms of patients without *Clostridium difficile* may be used.
5. The Infection Prevention Staff or Observer must be present in the room to see the various behaviors of interest. If, during the observation, the environmental services staff performed the listed behavior, the Observer should check YES. If the environmental services staff did NOT perform the behavior or only partially performed the behavior (for example, cleaned one door knob but forgot the other), the Observer should check NO. If an item does not exist in a room then NA should be marked (e.g. no phone or cloth call cord instead of button).

Once this worksheet is completed and returned (per directions), the Infection Prevention Staff must transfer and submit the information electronically. This can be done through this [Environmental Cleaning Observation Data Entry Link](#) or through the link located on HAIKU (Initiative discussion board).

