|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| General | YES | NO | Action | Outcome/Action taken |
| * Check all areas for cleanliness and organization * Check for any signs of pests or infestation * Check that all equipment and supplies are properly stored * Check furniture is damage free * Check that all doors and windows are secure and functioning properly * Clinical waste bins are emptied and clean * Hand sanitizers are working correctly , and dispensers filled * Wheelchairs and hoists are correctly stored |  |  |  |  |
| Kitchen |  |  |  |  |
| * Check all food storage areas for cleanliness and organization * Check all appliances are working properly * Check that all food is stored at the correct temperature * Check all utensils and equipment for cleanliness and stored appropriately |  |  |  |  |
| Bathroom |  |  |  |  |
| * Check all fixtures for leaking or damage * Check that all toiletries and supplies are adequately stocked * Check that all hand washing stations are clean and functional * Check that all areas, including floors and walls, are clean and hygienic * Check commodes are clean with appropriate lids placed on top |  |  |  |  |
| Resident Areas |  |  |  |  |
| * Check that all furniture is in good condition and arranged appropriately * Check that all resident rooms are clean and organized * Check that all linens and bedding are clean and fresh * Check that all surfaces, including floors and walls, are clean and hygienic * Resident’s personal belongings clean and being stored appropriately * Check resident’s continence pads are stored in wardrobe or draws. * Check resident’s towels being supplied, stored appropriately * Check resident’s room bins are emptied and bin liners in place * Check resident’s bedrooms’ carpets are stain free and damage free * Check bedrooms with laminate flooring are damage free and clean |  |  |  |  |
| Outdoor Areas |  |  |  |  |
| * Check that all walkways and paths are clear and free from obstructions * Check that all outdoor areas are clean and well maintained * Check that all outdoor furniture is in good condition * Check that all outdoor fixtures, such as lighting, are working properly |  |  |  |  |
| **Office Areas** |  |  |  |  |
| * Check that all workstations are clean and organized * Check that all office equipment, such as printers and computers, are functioning properly * Check that all office supplies are adequately stocked * Check that all surfaces, including floors and walls, are clean and hygienic |  |  |  |  |
| **Maintenance Areas** |  |  |  |  |
| * Check that all maintenance equipment is in good condition and stored properly * Check that all maintenance areas are clean and organized * Check that all cleaning supplies are adequately stocked * Check that all surfaces, including floors and walls, are clean and hygienic |  |  |  |  |
| **Laundry Room** |  |  |  |  |
| * Check that all laundry machines are working properly * Check that all laundry supplies are adequately stocked * Check that the laundry room is clean and organized * Check that all surfaces, including floors and walls, are clean and hygienic |  |  |  |  |
| **Dining Area** |  |  |  |  |
| * Check that the dining area is clean and organized * Check that tables and chairs are in good condition * Check for any signs of pests or infestation * Ensure food is served at the correct temperature * Ensure utensils used for serving food is clean |  |  |  |  |
| **Medication Room** |  |  |  |  |
| * Ensure medication storage meets regulations * Ensure medication records match stock levels * Ensure medication has not expired * Ensure medication room is locked when unattended |  |  |  |  |
| **Nurse's Station** |  |  |  |  |
| * Check that all medical equipment is functioning properly * Check that all medical supplies are adequately stocked * Check that the nurse's station is clean and organized * Check that all surfaces, including floors and walls, are clean and hygienic |  |  |  |  |
| **Common Areas** |  |  |  |  |
| * Check that all common areas are clean and organized * Check that all seating areas are in good condition * Check for any signs of pests or infestation * Ensure that there is adequate lighting in all common areas * Ensure that all surfaces, including floors and walls, are clean and hygienic * Ensure house is well ventilated and free from odour |  |  |  |  |
| **Security** |  |  |  |  |
| * Check that all security systems are working properly * Check that all emergency exits are clearly marked and unobstructed * Check that all fire extinguishers are in the correct location and have not expired * Ensure that all staff members are aware of emergency procedures and protocols * Check for any potential safety hazards, such as loose wires or slippery floors. |  |  |  |  |
| **Staff Training** |  |  |  |  |
| * Ensure that all staff members are trained on the daily environmental walk around checklist * Ensure that all staff members understand their responsibilities in maintaining a clean and hygienic care home environment * Provide regular refresher training to ensure adherence to standards and regulations * Encourage staff members to report any issues or concerns regarding the cleanliness and organization of the care home. |  |  |  |  |

**Date: Name: Position:**