



CONFORMITY ACCREDITATION MANAGEMENT SYSTEM
Laundry management checklist
Laundry Department

INFECTION CONTROL REVIEW		Quarter 1		Quarter 2		Quarter 3		Quarter 4	
		Met	Not Met	Met	Not Met	Met	Not Met	Met	Not Met
I.	PERSONNEL								
1.	Clean, neat, untorn and appropriate clothing is worn								
2.	Closed toe shoes with safety soles and in good repair are worn								
3.	Good personal hygiene (including hair and body cleanliness) is practiced								
4.	Fingernails are clean and trimmed								
5.	Hair is neat and protected by covering								
6.	Strict clothing and linen handling procedures are followed to avoid contamination								
7.	Rubber gloves and protective covering are worn when handling and loading soiled linen								
8.	Disposable gloves are worn when handling isolation supplies								
9.	Injuries and suspected infections are reported immediately								
10.	Personnel are oriented to infection control policies on hiring; this is documented								
11.	Personnel are informed of potential dangers/toxicities of cleaning compounds								
12.	Personnel, when informed of these potential dangers, follow safety procedures/precautions								
13.	Personnel are aware of methods to handle supplies and disposal of globes/equipment								
II.	WASHING/FOLDING/CLEANING/STORAGE								
14.	Wash/rinse temperatures are maintained at a minimum of _____°F for regular linen								
15.	Dryer temperatures are set at _____°F for linen and regular clothes								

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3.	Clean linens are transported in covered containers and stored in covered areas								
4.	Dirty linens are separated from clean ones at all times								
5.	Soiled linens are kept in a covered barrel at all times								
6.	Linen barrels are lined with plastic bags which cover the inside surface at all time								
7.	Isolation linen is transported as outlined								
8.	Linen folding surfaces are cleaned with a detergent germicide solution								
9.	All laundry appliances (washers/dryers, carts) are cleaned daily with detergent germicide solution								
10.	Supplies for clothing/equipment cleaning approved by safety Committee								
11.	Equipment and supply problems are immediately reported to the administrator								