

Hand Hygiene Observation Form



Month of Observation:	Collected by (Name & Dept):
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Instructions: Use a separate row for each entry or exit observed.

1. Enter the shift observed AM or PM (Day shift/AM = 07:00hrs to 19:00. Night shift/PM = 19:00hrs to 07:00hrs).
2. Circle the job category RN, MD or RT. If "Other" check the box corresponding to the job category or describe in "Comments".
3. Circle Entry or Exit.
4. Circle gel/wash compliance, Yes or No.

*Any student observation should be included in the applicable occupational category.
*Allow 30 seconds after entry or exit for the person to complete hand hygiene.

Special Circumstances:

1. Do not enter data when you are uncertain whether hand hygiene occurred.
2. Refer to the unique hand hygiene guidance for exceptions to the standard gel in/gel out requirements. Exceptions are found on the back of this data collection tool and are limited to the specific tasks or occupational groups.
3. Emergency situations are EXCLUDED from the data collection process.

Observation Number	Circle Shift Observed AM or PM	RN = Registered Nurse	Provider = MD, NP, PA	RT = Respiratory Therapy	Patient Care Assistant (PCA)	Hospitality staff (PSA; Transport; Custodians)	Rehabilitation Services (PT,OT,ST)	Nutrition Services (Servers, Dietitians)	Pharmacy	Facilities	Social Work/Case Management	Spiritual Services	Laboratory	Radiology (X-ray, U/S, etc)	Volunteers	Child Life (Play therapists, Teachers)	Other: describe in Comments	Entry or Exit to the pt room or environment?	Did person gel/wash?	Comments	
																					EN
1	AM PM	RN	Prov	RT														EN EX	YES NO		
2	AM PM	RN	Prov	RT															EN EX	YES NO	
3	AM PM	RN	Prov	RT															EN EX	YES NO	
4	AM PM	RN	Prov	RT															EN EX	YES NO	
5	AM PM	RN	Prov	RT															EN EX	YES NO	
6	AM PM	RN	Prov	RT															EN EX	YES NO	
7	AM PM	RN	Prov	RT															EN EX	YES NO	
8	AM PM	RN	Prov	RT															EN EX	YES NO	
9	AM PM	RN	Prov	RT															EN EX	YES NO	
10	AM PM	RN	Prov	RT															EN EX	YES NO	
11	AM PM	RN	Prov	RT															EN EX	YES NO	
12	AM PM	RN	Prov	RT															EN EX	YES NO	
13	AM PM	RN	Prov	RT															EN EX	YES NO	
14	AM PM	RN	Prov	RT															EN EX	YES NO	
15	AM PM	RN	Prov	RT															EN EX	YES NO	

ATTENTION: enter observations onto the SharePoint drive

[Home - Hand Hygiene Observation Audit](http://teamcentral/sites/medicine/nursing/pi/hh/default.aspx)

<http://teamcentral/sites/medicine/nursing/pi/hh/default.aspx>

All data must be entered **by the 3rd (NEW)** of the month following the month of observation otherwise data will be discarded

If you have any questions contact Hospital Epidemiology & Infection Control 353 4343

UNIQUE HAND HYGIENE SITUATIONS

There are some circumstances when the hand hygiene rule (gel-in gel-out or soap & water washing) must be adapted for a task when being completed by staff while maintaining patient safety. HEIC and the department(s) jointly evaluate workflow and hand hygiene in order to determine efficiency and safety.

PATIENT CARE

HANDS-FULL TECHNIQUE:

1. Enter patient room & place items in an appropriate place in the room/environment
2. Immediately clean hands
3. Complete task
4. Clean hands upon exit

If items need to be removed from the room at the end of the task:

- a. Clean hands
- b. Pick up the items
- c. Exit patient room/environment

FOOD & NUTRITION SERVICE (FNS)

FOOD TRAY DELIVERY (CLEAN TRAYS):

1. Clean hands
2. Pick up tray
3. Walk into patient room/environment
4. Place tray on over-bed table or as directed by patient/visitor or staff
5. Clean hands upon exit and en route to tray cart
6. Pick up the next tray
7. Repeat until all trays are delivered

FOOD TRAY PICK-UP (DIRTY TRAYS):

1. Clean hands upon entry to patient room/environment
2. Pick up used tray
3. Place tray in the cart
4. Clean hands and repeat until all the trays have been collected.

Glove use: Assess the need to wear gloves before picking up the tray.

- a. Clean hands
- b. Don gloves if the tray is visibly soiled
- c. Pick up tray and place in cart
- d. Remove gloves and clean hands upon entering next room

If the tray is visibly soiled with blood or body fluids, report incident to nursing staff. Nursing staff will remove the blood or body fluids from the tray. Do not throw away flatware, china etc.

1. Clean hands
2. Don gloves
3. Pick-up tray and place in cart
4. Remove gloves and clean hands
5. Report to supervisor as per FNS policy

HOSPITALITY

TRASH & LINEN PICK-UP:

1. Clean hands upon entry to patient care unit
2. Don gloves
3. Pick up trash/linen bags in patient room/environment as per Hospitality policy
4. Place trash/linen bags in cart
5. Repeat 1-4 until all areas have been serviced *
6. Remove gloves and clean hands

* When trash or Linen cart is full take cart to trash/linen chute.

1. Place trash/linen bags into chute
2. When cart is empty remove gloves & clean hands
3. Don new gloves

SHARPS BOX EXCHANGE:

1. Clean hands upon entry to patient care unit
2. Don gloves
3. Exchange sharps boxes for entire patient care unit
4. Remove gloves and clean hands after the unit's sharps boxes have been exchanged,

ROOM CLEANING

1. Place cart outside patient room per Hospitality policy
2. Clean hands upon entry to patient room/environment
3. Return to cart put on gloves & pick-up ALL supplies
4. Enter the room and clean room per Hospitality policy
5. Remove gloves and clean hands when vacating the room
6. Take supplies back to cart
7. When leaving room to get extra supplies:
 - Remove gloves
 - Clean hands
 - Go pickup supplies
 - Clean hands put on new gloves when you re-enter the room

TRANSPORT:

GLOVES ARE NOT REQUIRED FOR ROUTING PATIENT TRANSPORT

1. Clean hands upon entry to patient room/environment
2. Assist patient on gurney, wheelchair or bed
3. Arrive at destination (leave gurney, wheelchair, bed)
4. Clean hands on exit
5. End of observation; do *not* include cleaning of transport unit as part of compliance observation

OTHER

1. Health Care Provider must always apply posted Precaution requirements
2. Empty room: Gel in/Gel out standards still apply
3. Glove use:
 - a. Clean hands before donning gloves
 - b. Remove gloves and clean hands when task is complete