

COVID-19 Facility Hygiene & Readiness Checklist

Question 1:

Is signage posted in entryways requesting those with flu-like symptoms to not enter the facilities?

Yes

No

Comments:

Question 2:

Is signage posted in entryways requesting handwashing upon entry for all employees and visitors?

Yes

No

Comments:

Question 3:

Is signage posted displaying proper handwashing technique near all handwashing stations?

Yes

No

Comments:

Question 4:

Are handwashing facilities conveniently located within work areas? If no, are anti-bacterial products made available?

Yes

No

Comments:

Question 5:

Are prevention supplies made available such as disposable face masks, tissues, soap, etc.?

Yes

No

Comments:

Question 6:

Have you reviewed the cleaning measures to ensure high risk contact areas and touch points are being regularly disinfected?

Yes

No

Comments:

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Question 7:

Are cleaning schedules on display?

Yes

No

Comments:

Question 8:

Is the work area properly ventilated?

Yes

No

Comments:

Question 9:

Are ventilation devices clear of dust/cobwebs?

Yes

No

Comments:

Question 10:

Do employees know how to report concerns with cleanliness and obtain additional cleaning?

Yes

No

Comments:

Question 11:

Is an emergency communication plan in place for distributing timely and accurate information to employees and visitors?

Yes

No

Comments:

Question 12:

Have employees been given accurate information about ways to prevent the spread of infection?

Yes

No

Comments: