

## **Room Inspection Checklist – Some Key Items**

### Administration:

proper storage of files  
shredder garbage  
cords  
high shelves  
food/drink

### Operatories:

cords  
container labels  
x-ray machine head positioning  
lead apron storage  
on/off or master button access  
hygiene (hand washing) signs  
instrument cleanup  
cleaning between patients

### Sterilization area:

dirty/clean separation  
sharps disposal  
sharps reuse – burs, surgical instruments  
labels – ultrasonic, other containers  
storage – chemicals, other dental materials  
fans/vents  
signs – hot/gloves

### Laboratory:

cleanliness, spills  
safety sign, PPEs – smock, glasses, grinder shield  
sink drain trap  
dental models storage

### Furnace/suction/compressor room:

amalgam separator and storage  
garbage collection  
clutter – boxes, salt bags, ladder  
old equipment  
compressed gas tanks – oxygen, nitrous oxide  
workman access to furnace, a/c, compressor, suction, electrical

All rooms – lights, floor and floor coverings

Other – eyewash unit, first aid kit, emergency kit, fire extinguishers

## **Operatory Cleanup**

Instrument trays, cassettes, sterilizer bag use

Burs removed, needles recapped one hand or done by dentist, and anesthetic carpules all separate from other instruments

Sharps to disposal container

Burs – circular “tea bag” type container for sterilizing

Glove use – heavier for cleaning