Environmental Audit tool

|  |  |
| --- | --- |
|  | **Key Points**   * All columns should be completed. * In the event of non-compliance, action plans should be produced and reviewed regularly. * Completed audit tools should be kept locally for good practice assurance and as evidence for CQC inspections. |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Name of setting:**  **Auditor: Date:** | | | | | | | | | |
| **Overview of environment** | **toilets** | **Clean utility** | **Bathroom/shower room** | **Lounge/dining area** | **Bedroom** | **Sluice** | **Halls/corridors** | **Laundry** | **Comments** |
| All high and low surfaces are in good condition, free from dust, e.g., curtain tracks, shelving, skirting boards | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| Walls and ceilings are in good condition, free from dust and cobwebs | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| Tiles and grouting are in good condition, clean and free from mould, e.g., no holes or cracks | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| Light fittings and shades are clean, e.g., free from dust, cobwebs, insects | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| The floor covering is impervious and washable. | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| The floor is in good condition, clean and free from dust including all floor corners and behind doors | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| To facilitate floor cleaning, the floor is either free from stored items or items stored on the floor are in wheeled wipeable lidded containers. | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| Curtains/blinds are in good condition and clean. | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| Fixtures and fittings, e.g., radiator covers, are impervious, in good condition and clean. | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| Furniture, including chairs, tables, and foot stools, are in good condition and clean (check under cushions and underside of tables and foot stools) | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| A foot operated lidded and lined waste bin is available, in good condition and clean inside and out | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| The area is free from inappropriate items and clutter, ornaments are kept to a minimum and wipeable. | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
| The area is free from inappropriate items and clutter. | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A | Yes  No  N/A |  |
|  | | | | | | | | | |