



## Hand Hygiene Observation Tool

(adapted from Minnesota Department of Health ICAR Infection Prevention Tools)

This audit tool can be used to determine compliance of hand hygiene practices for any staff member. Facilities may also consider using this tool for outside contractors, visitors, and volunteers.

Observer: \_\_\_\_\_ Date: \_\_\_\_\_ Unit: \_\_\_\_\_

Role	Action	Hand Hygiene Observed	Comments
<input type="checkbox"/> RN <input type="checkbox"/> LPN <input type="checkbox"/> CNA <input type="checkbox"/> EVS <input type="checkbox"/> PCA <input type="checkbox"/> TMA <input type="checkbox"/> DSP <input type="checkbox"/> RT <input type="checkbox"/> REHAB <input type="checkbox"/> PROVIDER <input type="checkbox"/> DIETARY <input type="checkbox"/> LAUNDRY <input type="checkbox"/> ACTIVITIES <input type="checkbox"/> FACILITIES <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> OTHER: _____	<input type="checkbox"/> ENTER <input type="checkbox"/> EXIT	<input type="checkbox"/> WASH <input type="checkbox"/> RUB <input type="checkbox"/> MISSED	
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**UNIT:** Location of observation

**ROLE:** RN—registered nurse; LPN—licensed practical nurse; CNA—certified nursing assistant; EVS—environmental services and housekeeping; PCA— personal care attendant; TMA—trained medical assistant; DSP—direct support professional; REHAB—rehabilitation including physical occupational, music, and speech therapy; RT—respiratory therapist; DIETARY—dietary and kitchen staff; LAUNDRY—laundry staff; ACTIVITIES—activities staff; FACILITIES—facilities and maintenance staff; PROVIDER—medical doctor (MD), doctor of osteopathic medicine (DO), nurse practitioner (NP), physician assistant (PA), dentist (DDS); OTHER—administration, family, hospice, volunteers, etc.

**HAND HYGIENE OBSERVED:** WASH—handwashing (soap and water); RUB—alcohol-based hand rub; MISSED: hand hygiene not performed

## How to complete a hand hygiene (HH) audit

**Hand hygiene definition:** cleaning one’s hands by using either an alcohol-based hand rub or by washing hands with soap and water.

### Observation opportunities

The observer records the occasion(s) in which they observe a staff member when they have performed hand hygiene. Hand hygiene opportunities include before room entry and upon room exit.

Basic direct observation suggestions:

1. Count each opportunity as it occurs, then complete form appropriately.
2. Each opportunity refers to one line in each row; each line is independent from one row to another.
3. If more than one opportunity for hand hygiene occurs on the same opportunity, use more than one row to complete audit.

### Using the tool

1. Complete top of form that include observer, date and unit.
2. Refer to the key on the tool for staff type and other abbreviations used on the monitoring form.
3. For each opportunity, the observer records the following:
  - a. Role – Place an X in the box for the position of the person you are observing.
  - b. Action – Place an X in the box for enter or exit.

- c. Hand hygiene observed – Place an X in the box that matches with observation of staff member.
4. Hand hygiene before room entry and on exit of room—mark each opportunity for hand hygiene observed. (List below are examples on observation)
- a. If a staff member performs hand hygiene with an alcohol-based hand rub (before entering or at exit of room), place an **X** in the box labeled **RUB**.
  - b. If a staff member performs hand hygiene by washing hands with soap and water (before entering or at exit of room), place an **X** in the box labeled **WASH**.
  - c. If a staff member did not perform hand hygiene (before entering or at exit of room), place an **X** in the box labeled **MISSED**.
  - d. Example: RN performs HH by RUB to enter room (complete this as an opportunity observed), then RN exits the room and performs HH by RUB (complete this as an opportunity observed). This example provided two opportunities for HH that were successfully completed.
5. Other considerations during hand hygiene observations:
- a. Unless hands are visibly soiled, alcohol-based hand rub is preferred over soap and water.
  - b. Soap and water are preferred methods of hand hygiene **IF** hands are visibly soiled **OR** resident is experiencing loose stools, suspected infection, or colonization with highly transmissible or pathogens such as *C. difficile*.
  - c. If staff member enters threshold of room while carrying items, staff member must immediately place items inside room and complete hand hygiene before proceeding.
  - d. If staff member exits room while carrying items, staff member must immediately place items outside of room and complete hand hygiene.

**If observer is unable to visually confirm if staff member performed hand hygiene the observation cannot be counted.**