



Ward structure survey

Date:		Hospital:	
Ward:		Service:	

1. Department (please select one department closest to yours):

- General Surgery Surgical Specialty Intensive care unit
 Outpatient clinic
 Other, please specify: _____

2. Position of the person completing this questionnaire:

- Charge nurse manager Clinical head Project coordinator
 Service manager Other team member

3. Number of healthcare workers on this ward:

Nurses: _____ Medical Staff: _____ Allied Health: _____ Healthcare assistance: _____

4. Is an alcohol-based hand product available?

- Always Intermittently Rarely Never

5. If yes, what type of hand product dispensers are available? (Multiple choice)

- Pocket bottle Bottle affixed to bed Bottle affixed to trolley
 Wall dispenser

6. If wall dispensers are available, are they placed within an arm's reach from point of care? (eg, around the patient's bed)?

- Yes No

Is there an assigned person responsible for the refilling or replacement of empty dispensers?

- Yes No

8. If available, does every healthcare worker have easy access to hand product pocket bottles?

- Always Intermittently Rarely Never

9. Are posters illustrating hand wash technique displayed beside each sink?

- Yes No

10. Are posters illustrating hand rub technique displayed at the point of care?

- Yes No

11. Are posters illustrating indications for hand hygiene displayed at the point of care?*

- Yes No

12. Are hand hygiene promotional posters displayed on this ward?

- Yes No

13. Are written/ electronic guidelines with recommendations on hand hygiene accessible on this ward?

- Yes No

14. Are disposable gloves available on this ward?

- Always Intermittently Rarely Never

15. Are stocks of gloves stored on this ward?

- Yes No

16. Are audits on hand hygiene compliance periodically performed on this ward?

- Yes No

17. If yes, how frequently?

- Once a year Once every 2 years less frequently

18. Have nurses on this ward received specific education on hand hygiene in the last two years?

- Yes No

19. Have medical staff on this ward received specific education on hand hygiene in the last two years?

- Yes No

Please now walk to each room or area where patient care/ treatment takes place in this ward (i.e. the point of care*) and complete the table below.

	Room Number	Total No. of beds in this room / area	No. of beds with hand product within arm's reach	No. of sinks in this room/ area	Total No. of hand product dispensers in this room / area	No. of fully functioning and filled dispensers	No. of health-care workers encountered
A) PATIENT ROOMS ON THIS WARD							
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
B) TREATMENT ROOMS (AMBULATORY, DAY HOSPITAL, ETC).							
1							
2							
3							
4							
5							
C) CORRIDORS AND OTHER AREAS WITH POINTS OF CARE*							
1							
2							
3							
4							
5							
Total							

* Point of care: the place where three elements occur together: the patient, the health-care work, care or treatment involving patient contact