This checklist is designed to ensure that technologists are thoroughly trained in infection prevention and control (IPAC) procedures, including the use of personal protective equipment (PPE), waste management, handling of sharps and needles, injury protocols, and cleaning and disinfection practices.

**Personal Protective Equipment (PPE)**

* Understand the different types of PPE required for various procedures and tasks.
* Demonstrate the correct techniques for donning and doffing PPE to prevent contamination.
* Ensure PPE fits properly and provides adequate protection.
* Identify when to change PPE between tasks or patients to maintain hygiene.
* Proper disposal of used PPE in designated waste bins.

**Waste Management**

* Segregate waste into appropriate bins: general, biohazardous, and recyclable.
* Identify and use color-coded waste bins correctly.
* Follow procedures for disposing of hazardous and non-hazardous waste safely.
* Understand the frequency and methods for waste collection and disposal.

**Handling Sharps and Needles**

* Demonstrate safe handling techniques for sharps and needles.
* Properly dispose of sharps and needles in puncture-resistant containers.
* Understand the importance of not recapping needles.
* Recognize the location of sharps disposal containers in the facility.

**Injury Protocol**

* Understand the steps to take in case of a needlestick injury or other exposure incident.
* Report all injuries immediately to a supervisor and complete an incident report.
* Familiarize with the location and use of first aid kits and emergency eyewash stations.
* Follow up on any exposure incidents as per facility protocols.

**Cleaning and Low-Level Disinfection of Equipment and Exam Room Items**

* Use CaviWipes or designated disinfectants according to manufacturer instructions.
* Clean from clean to soiled areas using appropriate techniques.
* Ensure equipment remains wet with disinfectant for the required contact time.
* Air dry equipment before reassembling and storing.
* Label equipment as "low-level disinfected" after cleaning.

**Cleaning and Disinfection of Zone III**

* Follow specific cleaning protocols for Zone III areas, including workstations and common areas.
* Use appropriate cleaning products and tools for Zone III.
* Document cleaning activities and ensure regular maintenance of hygiene.

**Locations of Safety Data Sheets (SDS) and Equipment Manufacturer’s Operations/Disinfection Manuals**

* Identify the location of SDS for all chemicals and disinfectants used in the facility.
* Know where to find equipment manufacturer's operation and disinfection manuals.
* Use these documents as references for safe handling and cleaning procedures.

**Stocking of IPAC Supplies**

* Monitor and maintain adequate stock levels of IPAC supplies, including PPE, disinfectants, and cleaning tools.
* Regularly check expiration dates on products and rotate stock as needed.
* Report any shortages or issues with supply availability to the IPAC lead or supervisor.

**Training Completion:**

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| --- | --- |
| **Technologist Name:** |  |
| **Trainer Name:** |  |
| **Date of Training:** |  |
| **Signature (Technologist):** |  |
| **Signature (Trainer):** |  |