

Environmental Services (EVS) Audit Tool

Name of Room: _____ Date: _____

Name of Auditor: _____

General Requirements	Yes	No	N/A	Comments
Ensure all present signage is clean and free from rips/tears, markings or stains.				
The area (specify room) _____ is clean/orderly/no stockpiling of supplies, dishes/staff food/drink not present.				
Rooms/equipment (utility rooms, linen carts, EVS carts, hydration stations) are set up on routine cleaning schedule (daily, weekly, monthly, quarterly, annually, other)				
Alcohol-based hand rub (ABHR)/personal protective equipment (PPE)/disposable products/soap present as required. Functional plan in place for refilling/checking expiration/changing batteries.				
Walls and ceilings are clean (free from dust) and in good repair (free from stains/discoloration that could indicate leaks).				
Light fixtures are functioning/clean/free from bugs and in good repair.				
Floors are clean and in good repair.				
Windows/window treatments/cubicle curtains are clean, functioning and in good repair.				
Garbage cans are lined and not overflowing.				
Furniture is clean and possible to sanitize.				
Handrails/grab bars are clean, secure, free from clutter.				

General Requirements	Yes	No	N/A	Comments
Décor is clean and dust free.				
If chemicals are present, they are labeled and stored properly.				
Toilets/sinks/hoppers are clean, clutter free, in good repair and free from mold/mildew.				
All surfaces clean, in good repair with no evidence of moisture damage.				
Ice machines are clean and routinely maintained.				
Nurses' stations and shared environments such as day room, library, conference room are clean.				
Ceiling vents are clean and free from debris.				
Drains are clean and free of buildup.				

Actions Required: