



Sharps Safety Audit Tool

Practice Name & Address:SPRING HOUSE MEDICAL
CENTRE.....

Audit carried out by (name & position):H.PYCHES NURSE
MANAGER.....

10/12/22

Date of audit:

	Questions	Yes	No	Comments
EQUIPMENT	Are approved containers used in all cases?	Y		
	Are containers correctly assembled (i.e. lids secure?)	Y		
	Are containers sited appropriately i.e. above waist height	Y		
	Are sufficient containers available (e.g. in every room in which sharps are used)?	Y		
	Are sharps containers available at the point of use?	Y		
PRACTICE	Are appropriate sharps containers used for various purposes (e.g. Is size and colour coding suitable, are posters displayed)?	Y		
	Are sharps containers used solely for sharps disposal?	Y		
	Are sharps containers temporarily closed when not in use		N	ALWAYS IN USE
	Are sharps containers only filled to the fill-line i.e. not overfilled?	Y		
	Are sharps containers regularly disposed of?	Y		
	Once filled, are sharps containers securely closed?	Y		
	Are containers correctly labeled with date of assembly, signature and date of closure?	Y		
	Are storage trunks/cupboards locked?	Y		
	Are any reusable injection trays visibly clean (i.e. no remnants of tape etc)?	Y		
	Are syringes disposed of without detaching needles, being re-sheathed, cut or bent?	Y		
	Do all sharps (including scalpels) stocked in the practice have safety elements incorporated i.e. retractable needles or safety covers?	Y		
AWARENESS	Staff are aware of how re-usable injection trays must be decontaminated after each use	Y		
	Can a member of staff describe correct sharps disposal procedure i.e. sharps bin taken to point of use etc?	Y		
	Can a member of staff describe the procedure to adopt following a needle stick injury?	Y		
	Does the practice have posters displayed specifically describing where and how a needle stick injury must be reported and the immediate action that must be taken?	Y		

If the answer to any of the questions above is “No”, please add relevant actions to address this issue to the practice’s IPC action plan