**Food & Nutrition: Dietary Hand Washing - Quality Assurance Report**

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| **Month:** | **Total # of employees observed** | **Entering Kitchen** | **Between Tasks** | **Between Glove Changes** | **Total Observed** | **Total Expected** | **Compliance Rate** |
| Observation #1 | Ex: III | Ex: II | EX: IIII | Ex: III | Ex: 13 | Ex: 15 | Ex: 87% |
| Observation #2 |  |  |  |  |  |  |  |
| Observation #3 |  |  |  |  |  |  |  |
| Observation #4 |  |  |  |  |  |  |  |
| Observation #5 |  |  |  |  |  |  |  |
| Observation #6 |  |  |  |  |  |  |  |
| Observation #7 |  |  |  |  |  |  |  |
| Observation #8 |  |  |  |  |  |  |  |
| **Monthly Totals** |  |  |  |  |  |  |  |
| **Trending of Compliance Rate** | Current Month | Prior Month | Past Prior Month |
|  |  |  |  |

Instructions: Observe hand washing for a significant period of time 2-3 times each week, vary the time of day. Tally to indicate each time hands are washed with the proper method and the total expected opportunities. Keep the prior months rates on the form back two months to review improvement trend. Any negative trend or value above the threshold needs to have an action initiated to correct.

Threshold: 100% compliance with hand washing policy

Root Cause Analysis/Discussion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Action plan: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_