



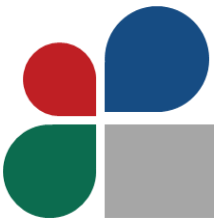
Office of Health Standards Compliance  
Ensuring quality and safety in health care



**Cold Room Storage or  
Holding Room**

**v1.2**

**Regulatory Private Acute  
Hospital Inspection tool**



## Official Sign-Off

The National Health Act, 2003 (Act No. 61 of 2003) provides for quality requirements and standards in respect of health services provided by health establishments to the public. The main objective is to promote and protect the health and safety of the users of health services and contribute to improved outcomes and improved population health.

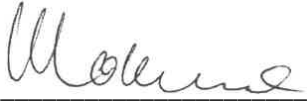
To achieve this mandate, standardised inspection tools aligned to Norms and Standards Regulations applicable to different categories of health establishments promulgated by the Minister of Health in 2018 have been developed for Private Acute Hospitals.

### **Acknowledgements**

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- Former Health Standards Development and Training unit Director Dr Grace Labadarios
- Systems, Data Analysis and Research unit Director Dr Thabiso Makola who is also the Acting Director for Health Standards Development and Training unit
- The Health Standards Development and Training unit (Mr Jabu Nkambule who led the team and worked tirelessly with the leadership of Hospital Association of South Africa (HASA) during various development stages of the tool, Ms Florina Mokoena, Ms Mosehle Matlala, Ms Busisiwe Mashinini) and contract workers Ms Thesia Pather and Ms Busi Ngubane for the development of the Private Acute Hospital Inspection tools.
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- The Certification and Enforcement Committee of the OHSC Board for reviewing the tools and for recommending to the Board for approval.
- The Hospital Association of South Africa (HASA) for their commitment and constructive engagements during the consultative process and for affording the OHSC an opportunity to conduct scoping visits in the private hospital health establishments.

It is hereby certified that these Regulatory Private Acute Hospital Inspection tools version 1.2 was developed by the Office of Health Standards Compliance.



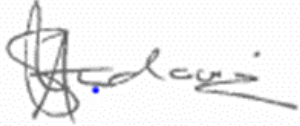
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Date: 31/03/2022



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- **Tool Name:** Regulatory Private Acute Hospital inspection tool v1.2 - Final
- **HEs Type:** Hospitals
- **Sector:** Private
- **Specialization:** Private Acute Hospital
- **Created By:** Health Standards Development and Training

## 45 Cold Room Storage or Holding Room

**Domain 45.2 CLINICAL GOVERNANCE AND CLINICAL CARE**

**Sub Domain 45.2.1 7 Clinical management**

**Standard 45.2.1.1 7(1)** The health establishment must establish and maintain clinical management systems, structures and procedures that give effect to national policies and guidelines.

**Criterion 45.2.1.1.1 7 The health establishment implements process to ensure environmental cleanliness.**

**45.2.1.1.1.1** All cleaning work completed is verified by the supervisor or delegated personnel.

**Assessment type:** Document - **Risk rating:** Essential measure

Daily inspections will ensure the cleanliness of the cold room storage or holding room. The person responsible for overseeing the cleaning service must inspect the cold room storage or holding room daily to confirm that cleaning has been carried out according to the schedule and that all areas attended to have been effectively cleaned. Monitoring tools (including, but not limited to, checklist/ tick sheets) listing all cleaning tasks must be completed for each room or area. Not applicable: If the health establishment does not have a cold room storage or holding room.

Score	Comment

**45.2.1.1.1.2** The cold room storage or holding room is observed to be clean.

**Assessment type:** Observation - **Risk rating:** Vital measure

Inspector to observe general cleanliness of the unit including but not limited to whether the unit is free of dirt, dust and stains. Not applicable: If the health establishment does not have a cold room storage or holding room.

Score	Comment

**Standard 45.2.1.2 7(2)** (b) A health establishment must establish and maintain systems, structures and programmes to manage clinical risk.

**Criterion 45.2.1.2.1 7 Equipment for storage and transportation of bodies are available and meet environmental hygiene standards.**

**45.2.1.2.1.1** Trolleys for transporting dead bodies are available.

**Assessment type:** Observation - **Risk rating:** Essential measure

Trolley for transporting dead bodies from the units to the cold room and from the cold room to service provider transport are available. Trolleys must be rust free and clean. Not applicable: If the health establishment does not have a cold room storage or holding room

Score	Comment

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**Criterion 45.2.1.2.2 7 The management of the deceased must be compliant with relevant legislation.**

**45.2.1.2.2.1** A policy or standard operating procedure or procedure or guideline for the management of deceased bodies in the cold room storage or holding room is available.

**Assessment type:** Document - **Risk rating:** Essential measure

Verify whether the aspects listed below are included and explained in the document. Implementing standard operating procedures for the storage, removal and transportation of bodies will minimise the risk of infection. It will also ensure that bodies are treated with dignity and respect and prevent mistaken identification of bodies. The document must as minimum comply with the following requirements: Title of the document, Name of the health establishment or hospital group, signed and dated by the accounting officer or delegated person, signed and dated by the compiler or chairperson of committee that developed the document (optional), date of implementation, documents must be reviewed at a minimum every 5 years, summary of changes made to each version of the document (optional).NB: Document could be from the corporate head office (signed by the CEO or delegated person), electronic date and signature is acceptable. The document must meet these requirements to be considered for review. Score 1 if the aspect is included and explained and 0 if not included or not explained.

Score	Comment	
Aspects	Score	Comment
1. Storage of bodies		
2. Period for storage of deceased bodies		
3. Removal of bodies		
4. Transportation of bodies		
5. Procedure for identification of bodies		

**45.2.1.2.2.2** All bodies in the cold room storage or holding room are identified.

**Assessment type:** Document - **Risk rating:** Essential measure

In the cold storage room or holding room, select three bodies and verify whether they are wearing identity bands or have any identification as stated in the standard operating procedure. Score 1 if the bodies are identified and labelled and 0 if not identified or not labelled. Not applicable: If the health establishment does not have a cold room storage or holding room.

Score	Comment	
Aspects	Score	Comment
1. Body 1		
2. Body 2		
3. Body 3		

**Sub Domain 45.2.2 8 Infection prevention and control programmes**

**Standard 45.2.2.1 8(1)** The health establishment must maintain an environment, which minimises the risk of disease outbreaks, the transmission of infection to users, health care personnel and visitors.

**Criterion 45.2.2.1.1 8(2)(a)** The health establishment must ensure that there are hand washing facilities in every service area.

**45.2.2.1.1.1** Hand washing facilities are available in the cold room storage or holding room.

**Assessment type:** Observation - **Risk rating:** Vital measure

Inspect the hand washing facilities for the items listed below. NB: Hand washing facilities can be in the nearby vicinity. Score 1 if the item is available and 0 if not available. Score Not applicable if the health establishment does not have a cold room storage or holding room.

Score	Comment	
Aspects	Score	Comment
1. Hand washing basin. Explanatory note: The basin must not be blocked, broken, have deep cracks causing leaking of water, or have hairline cracks.		
2. Poster on correct hand washing technique		
3. Poster on correct use of alcohol-based hand rub. Explanatory note: Posters must be placed at strategic places and above alcohol dispensers in the unit as stipulated in page 33 of Practical Manual for Implementation of IPC Strategic framework March 2020.		
4. Taps		
5. Running water		
6. Plain liquid soap		
7. Paper towels		
8. Paper towel dispenser		
9. Bin		
10. Alcohol based hand rub.		

**Criterion 45.2.2.1.2 8(2)(d) The health establishment must ensure that health care personnel are protected from acquiring infections through the use of personal protective equipment and prophylactic immunisations.**

**45.2.2.1.2.1** Cold room storage or holding room personnel have access to and use appropriate personal protective equipment when carrying out their duties.

**Assessment type:** Observation - **Risk rating:** Vital measure

Verify whether cold room storage or holding room personnel are wearing personal protective equipment for the tasks they are performing, including wearing it correctly. Score 1 if the items are available and worn and 0 if not available or not worn. Not applicable: If the health establishment does not have a cold room storage or holding room.

Score	Comment

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Unit 1 Personal protective equipment-check availability

Aspects	Score	Comment
1. Gloves(Non-sterile)		
2. Waterproof aprons		
3. Face masks		
4. Protective eyewear (goggles or face shields)		

Unit 2 Healthcare personnel 1-worn

Aspects	Score	Comment
1. Gloves(Non-sterile)		
2. Waterproof aprons		
3. Face masks		
4. Protective eyewear (goggles or face shields)		

Unit 3 Healthcare personnel 2-worn

Aspects	Score	Comment
1. Gloves(Non-sterile)		
2. Waterproof aprons		
3. Face masks		
4. Protective eyewear (goggles or face shields)		

**Sub Domain 45.2.3 9** Waste management

**Standard 45.2.3.1 9(1)** The health establishment must ensure that waste is handled, stored, and disposed of safely in accordance with the law.

**Criterion 45.2.3.1.1 9(2)(a)** The health establishment must have appropriate waste containers at the point of waste generation.

**45.2.3.1.1.1** The cold room storage or holding room has appropriate containers for disposal of waste.

**Assessment type:** Observation - **Risk rating:** Vital measure

Verify whether the waste containers listed below are available. All health care risk waste containers must have an appropriate international infectious hazard label as prescribed in SANS 10248-1: Management of Health Care Waste, Part 1: Management of healthcare risk waste from a health facility. Score 1 if the waste container is available and 0 if not available. Score Not applicable if the health establishment does not have a cold room storage or holding room.

Score	Comment

Aspects	Score	Comment
1. Infectious non-anatomical waste (red)		

2. General waste (black, beige, white or transparent packaging may be used)		
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**Domain 45.5 FACILITIES AND INFRASTRUCTURE**

**Sub Domain 45.5.1 14 Management of buildings and grounds**

**Standard 45.5.1.1 14(1)** The health establishment and their grounds must meet the requirements of the building regulations.

**Criterion 45.5.1.1.1 14(2)(b)** The health establishment must as appropriate for the type of buildings and grounds of the establishment have a maintenance plan for buildings and the grounds.

**45.5.1.1.1.1** No obvious safety hazards are observed during the visit.

**Assessment type:** Observation - **Risk rating:** Vital measure

Inspect the surroundings for maintenance-related safety hazards in the unit, including but not limited to: loose electrical wiring, collapsing ceiling or roof, collapsing doors or any other type of safety hazards that represent a risk to the health and safety of personnel, users and visitors. Not applicable:

If the health establishment does not have a cold room storage or holding room

Score	Comment

**Criterion 45.5.1.1.2 14(2)(d)** The health establishment must as appropriate for the type of buildings and grounds of the establishment have ventilation systems that maintain the inflow of fresh air, temperature, humidity and purity of the air within specified limits set for different service areas such as theatres, kitchen and isolation units.

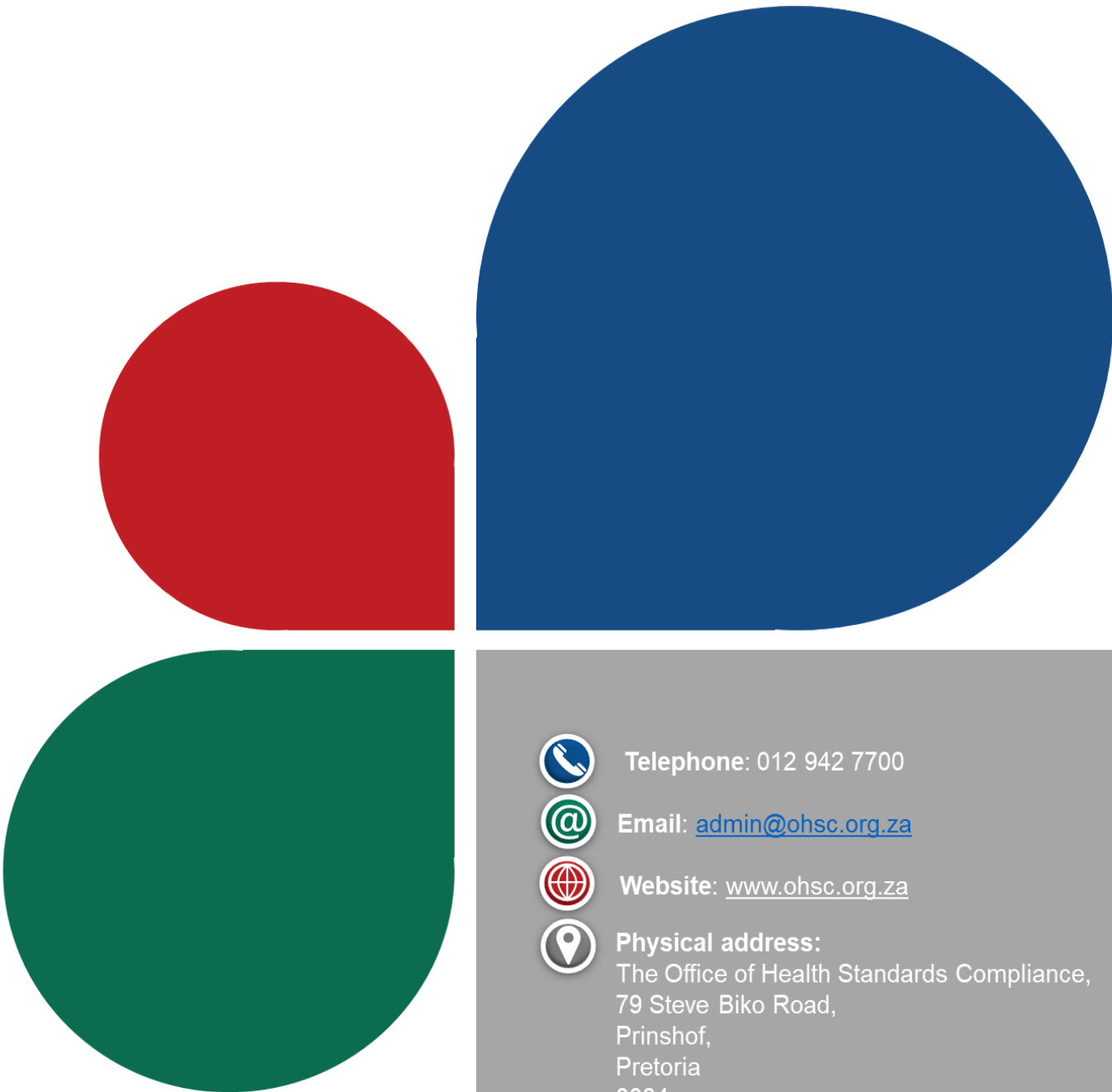
**45.5.1.1.2.1** The unit has natural ventilation or functional mechanical ventilation.

**Assessment type:** Observation - **Risk rating:** Essential measure

The national building regulations stipulate that satisfactory ventilation is only provided by forcing outdoor air into a space mechanically or passively through either ducting or apertures open to the outside, including, but not limited to, windows or ventilation grilles. Verify whether the cold room storage of holding area has natural ventilation (windows and doors that can be opened) or functional mechanical ventilation (i.e. a ducting system). Not applicable: If the health establishment does not have a cold room storage or holding room.

Score	Comment





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