IPC Accreditation
Readiness Checklist

Practice name: _____

Document completed by: _____

Date: _____

1. Policies and Documentation		
Requirement	**Criterion**	
Written IPC policy in place and reviewed in the last 12 months	GP4.1	☐
IPC policy accessible to all staff (print and/or digital)	GP4.1	☐
AS/NZ 5369 and RACGP IPC standards readily accessible by staff (print/digital)	GP4.1	☐
Named staff member with primary IPC responsibility documented	GP4.1	☐
Documented risk assessment for infection control completed	GP4.1	☐
2. Environmental Cleaning		
Requirement	**Criterion**	
Scheduled cleaning program in place for all clinic areas	GP4.1	☐
Products appropriate for intended surfaces and pathogens	GP4.1	☐
Contract cleaner briefed on clinical cleaning requirements	GP4.1	☐
Cleaning records maintained and available for review	GP4.1	☐
3. Reprocessing of Reusable Medical Devices		
Requirement	**Criterion**	
Spaulding classification applied - devices categorised as critical, semi-critical or non-critical	AS/NZS 5369	☐
Dedicated clean and dirty workflow zones for reprocessing	AS/NZS 5369	☐
At least a high-level instrument grade disinfectant for semi-critical devices	IPC Guidelines	☐
At least a low-level disinfectant for non-critical devices	IPC Guidelines	☐
4. Staff Training		
Requirement	**Criterion**	
All clinical staff completed IPC training in the last 12 months	GP4.1	☐
IPC training records kept and available for review	GP4.1	☐
Competency assessment completed for staff undertaking reprocessing	AS/NZS 5369	☐
New staff inducted on IPC policy and cleaning procedures	GP4.1	☐

Royal Australian College of General Practitioners. *Infection prevention and control guidelines* [Internet]. East Melbourne (VIC): RACGP; 2024 [cited 2026 Jul 9]. Available from: https://www.racgp.org.au/running-a-practice/practice-standards/racgp-infection-prevention-and-control-guidelines

Standards Australia. AS/NZ 5369:2023 Reprocessing of reusable medical devices and other devices in health and non-health related facilities. Sydney (NSW): Standards Australia; 2023.z

Royal Australian College of General Practitioners. Standards for general practices. 5th ed. Criterion GP4.1 – Infection prevention and control [Internet]. East Melbourne (VIC): RACGP; 2025 [cited 2026 Jul 9]. Available from: https://www.racgp.org.au/running-a-practice/practice-standards/standards-5th-edition/standards-for-general-practices-5th-ed/general-pracce-standards/gp-standard-4/criterion-gp4-1-infection-prevention-and-control-i