Triage Area - Equipment Checklist

**Instructions**

* ***This checklist is to evaluate the TRIAGE AREA of the Emergency Unit or other facility-based location requiring triage.*** The materials on the checklist are intended to be used during everyday screening and triage conditions. Other materials may be necessary during times of surge (e.g., mass casualty management or surge from infectious disease outbreak)
* The Daily Checklist below includes:
  + Section 1: The first section is equipment that should be present in all triage areas in order to adequately perform triage using the Interagency Integrated Triage Tool (IITT).
  + Section 2: The second section provides additional equipment many facilities tend to use in the triage area. The second section may be modified according to local contextual needs and availability.
  + Section 3: The third section lists material for immediate management of life-threatening conditions that often are available in triage areas. This should be modified to local context and availability.
* The checklist is recommended to be performed at least once a day by triage lead to ensure adequate equipment is available to effectively triage patients.
* This list presumes that there is a dedicated triage area that:
  + includes appropriate signage guiding patients.
  + is secure (behind a security point) and within easy view of security staff.
  + accommodates a desk and chair with space for a triage nurse and a patient in a wheelchair or stretcher
  + is only used for triage.

**How to fill out the checklist**

For each of the items below, mark ‘present’ if the item is present AND functioning most of the time.

Mark a ‘0’ in the column if the item is absent. For all items marked ‘0’ or absent, please indicate the reason why:

* mark ‘absent’ if the item is typically not available
* mark ‘broken’ if the item is present but is not functional
* mark ‘out of stock’ if the item is typically available but currently out of stock at the time of the survey
* mark ‘present in EU, but not in triage area’ if the item is available in the unit but not specifically in the triage area

Insert any additional comments necessary to explain availability of equipment in triage area.

Daily Triage Equipment Checklist

**Identifying Information**

|  |  |
| --- | --- |
| Date |  |
| Name of Facility |  |
| Name of Person filling this form |  |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **ITEM** | **Present** | **Absent** | **Reason for absence** | | | |
| Absent | Broken | Usually present, out of stock | Present in EU, but not in triage area |
| ***CORE supplies for triage area*** | | | | | | |
| Gloves |  |  |  |  |  |  |
| Other basic personal protective equipment as appropriate for context (masks, gowns, eye protection) |  |  |  |  |  |  |
| Watch or clock |  |  |  |  |  |  |
| Thermometer |  |  |  |  |  |  |
| Pulse oximeter |  |  |  |  |  |  |
| Blood pressure cuff (sphygmomanometer and stethoscope if manual cuff) |  |  |  |  |  |  |
| Glucometer |  |  |  |  |  |  |
| Strips for glucometer |  |  |  |  |  |  |
| Tongue depressor |  |  |  |  |  |  |
| Weighing scale |  |  |  |  |  |  |
| Means to identify patients’ priority levels (for example, colour coded cards or stickers) |  |  |  |  |  |  |
| IITT reference documents (posters or copies) and supporting documents |  |  |  |  |  |  |
| Syndromic screening definitions pertinent to local context |  |  |  |  |  |  |
| **ADDITIONAL supplies to consider** *(modify according to context)* | | | | | | |
| MUAC (mid-upper arm circumference) tape |  |  |  |  |  |  |
| ECG machine |  |  |  |  |  |  |
| Triage register (paper or electronic) |  |  |  |  |  |  |
| **IMMEDIATE MANAGEMENT often initiated in triage** *(modify according to context)* | | | | | | |
| Oxygen source |  |  |  |  |  |  |
| Oxygen masks (adult/paediatric) |  |  |  |  |  |  |
| Basic dressing supplies (e.g., gauze, tape) |  |  |  |  |  |  |
| Oral glucose |  |  |  |  |  |  |
| Tourniquet |  |  |  |  |  |  |
| Cervical spine immobilisation device (e.g., cervical collar) |  |  |  |  |  |  |

**Comments:**