

CARE HOME WASTE MANAGEMENT AUDIT FORM

England — Internal Compliance & Inspection Checklist

Care home:	_____	Audit date:	_____
Address:	_____	Auditor:	_____
Manager:	_____	Review date:	_____

Rating: Y = Compliant N = Non-compliant N/A = Not applicable Action = corrective action required

1. Governance, policy and staff training

Audit check	Y	N	N/A	Action / comments
Written waste-management procedure/policy is current and accessible.	■	■	■	
All waste streams produced by the home have been identified.	■	■	■	
Responsibilities for waste management are clearly allocated.	■	■	■	
Relevant staff receive induction and refresher waste-management training.	■	■	■	
Staff understand segregation, PPE, spill response and reporting arrangements.	■	■	■	
Waste arrangements are linked to infection prevention and control procedures.	■	■	■	

2. Waste segregation and containers

Audit check	Y	N	N/A	Action / comments
General/municipal waste is separated from healthcare waste where required.	■	■	■	
Recycling is segregated appropriately and is not contaminated with clinical waste.	■	■	■	
Offensive/hygiene waste is correctly classified and segregated where applicable.	■	■	■	
Infectious/clinical waste is segregated at source using the appropriate packaging/colour coding.	■	■	■	
Waste bags/containers are suitable, intact, correctly labelled and not overfilled.	■	■	■	
Sharps are placed directly into approved sharps containers and containers are not overfilled.	■	■	■	
Medicinal/pharmaceutical waste is segregated and stored for appropriate disposal.	■	■	■	

3. Waste storage and internal handling

Audit check	Y	N	N/A	Action / comments
Waste storage area is secure and inaccessible to residents/unauthorised persons.	■	■	■	
Waste is protected from damage, leakage, weather and pests as appropriate.	■	■	■	
Waste is not left loose in corridors, resident areas or food-preparation areas.	■	■	■	
Waste containers are clean, serviceable and closed where required.	■	■	■	
Collection frequency is sufficient to prevent accumulation, odour or pest risk.	■	■	■	
Waste trolleys/carts and storage areas are included in cleaning procedures.	■	■	■	
PPE and hand-hygiene facilities are available for waste handling.	■	■	■	

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4. Clinical, infectious and sharps waste

Audit check	Y	N	N/A	Action / comments
The home has assessed which healthcare/clinical waste streams it actually produces.	■	■	■	
Staff can distinguish offensive waste from infectious waste.	■	■	■	
Clinical/infectious waste is correctly classified and packaged.	■	■	■	
Sharps containers are correctly positioned, secure and below the fill line.	■	■	■	
Sharps incidents have a documented response and reporting process.	■	■	■	
Clinical waste is stored securely pending collection.	■	■	■	
Waste contractor is suitable for the waste streams being collected.	■	■	■	

5. Medicines, hazardous waste and WEEE

Audit check	Y	N	N/A	Action / comments
Expired/unwanted medicines are segregated from ordinary waste.	■	■	■	
Pharmaceutical waste is transferred through an appropriate authorised route.	■	■	■	
Controlled-drug disposal arrangements are followed where applicable.	■	■	■	
Hazardous waste has been identified and correctly classified where applicable.	■	■	■	
Hazardous waste is labelled, securely stored and kept separate from incompatible wastes.	■	■	■	
Hazardous-waste consignment notes/records are available where required.	■	■	■	
Batteries and waste electrical/electronic equipment are segregated and safely stored.	■	■	■	

6. Waste contractor and legal documentation

Audit check	Y	N	N/A	Action / comments
Waste carrier registration/authorisation has been checked and evidence retained.	■	■	■	
Destination/treatment facility is appropriately authorised for the waste stream.	■	■	■	
Waste transfer notes are available and accurately describe transferred waste.	■	■	■	
Hazardous-waste consignment notes are complete where applicable.	■	■	■	
Required waste records are retained for the appropriate period.	■	■	■	
Missed collections, contamination and contractor problems are recorded and followed up.	■	■	■	

7. Infection prevention, incidents and environmental controls

Audit check	Y	N	N/A	Action / comments
Waste procedures form part of the infection-prevention and control arrangements.	■	■	■	
Spill kit/materials are available and staff know the response procedure.	■	■	■	
Waste-related incidents are recorded, investigated and corrective actions tracked.	■	■	■	
Waste areas are checked for pests, leaks, odour and environmental risks.	■	■	■	
Waste does not obstruct fire routes, emergency access or safe movement around the home.	■	■	■	

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8. Physical spot-check

Audit check	Y	N	N/A	Action / comments
General waste bin inspected — contents appropriate.	☐	☐	☐	
Recycling bin inspected — contents appropriate.	☐	☐	☐	
Offensive/hygiene waste inspected — correct segregation.	☐	☐	☐	
Clinical/infectious waste inspected — correct segregation.	☐	☐	☐	
Sharps container inspected — correct condition and fill level.	☐	☐	☐	
Medicine/pharmaceutical waste container inspected where applicable.	☐	☐	☐	
External waste area inspected — secure, clean and free from significant pest/odour issues.	☐	☐	☐	

9. Corrective Action Plan

No.	Finding / non-compliance	Risk	Action required	Responsible	Due date	Closed
1						☐
2						☐
3						☐
4						☐
5						☐
6						☐

Overall audit result:	☐ Satisfactory ☐ Improvement required ☐ Urgent action required		
Auditor signature:	_____	Date:	_____
Manager signature:	_____	Date:	_____
Follow-up audit required:	☐ No ☐ Yes — date: _____		

Reference note: This audit form is a practical internal tool and does not replace the care home's legal duties, local arrangements, contractual requirements or specialist advice. Healthcare waste should be classified and segregated at source using the applicable healthcare-waste guidance and colour-coded packaging. The waste duty of care applies to businesses in England.

Key official references: Environment Agency — Healthcare waste guidance; GOV.UK — Waste Duty of Care Code of Practice; GOV.UK — Healthcare and related wastes: how to classify. Guidance checked September 2026.