

POU water filter implementation checklist

Step	Staff Leads	Action	Yes/No
1. Implementation	IPC Team/Clinical Leads	Reason for use of POU water filter identified (e.g. outbreak, water quality concerns)	
1. Implementation	IPC Team/Clinical Leads	Risk assessment completed and documented	
1. Implementation	IPC Team/Clinical Leads	Area(s) requiring POU water filters identified and mapped	
2. Filter Selection	Estates	Correct type of POU water filter selected (tap/shower)	
2. Filter Selection	Estates	Stock available	
2. Filter Selection	Estates	Compatibility with existing infrastructure confirmed	
3. Installation	Estates	Filters installed according to manufacturer's instructions	
3. Installation	Estates	Each filter labelled with: Installation date, Replacement due date, Installer initials	

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Step	Staff Leads	Action	Yes/No
3. Installation	Estates	Commissioning test performed (flow test, leak check)	
3. Installation	Estates	Installation and replacement log in place	
4. Communication	IPC/Ward Managers	Staff in affected areas informed	
4. Communication	IPC/Ward Managers	Information provided: Purpose of filters, daily visual checks, how to report issues	
4. Communication	IPC/Ward Managers	Instructional poster displayed	
4. Communication	IPC/Ward Managers	Patient/visitor information leaflet available	
5. Maintenance	Ward Team/IPC/Estates	Daily checklist in place	
5. Maintenance	Ward Team/IPC/Estates	Outlet flushing log maintained	
5. Maintenance	Ward Team/IPC/Estates	Scheduled replacement date logged and monitored	
5. Maintenance	Ward Team/IPC/Estates	Contact for reporting issues identified	