

APPENDIX 1

Ward Audit

Question Number	Question	Yes	No	N/A	Comments
1	Patients only share a bedroom with members of the same-sex?				
2	Excluding Equality Act facilities, patients only share toilets and bathrooms with members of same-sex?				
3	Male or female patients can access their own gender specific bedroom or bedroom area without needing to pass through an area specifically designated to the opposite sex?				
4	Male or female patients can access their own gender specific toilets without needing to pass through an area specifically designated to the opposite sex?				
5	Male or female patients can access their own gender specific bathrooms without needing to pass through an area specifically designated to the opposite sex?				
6	Do you have male and female bedrooms / bedroom bays branching off one shared area/corridor?				
7	Are the gender specific toilet and bathroom facilities clustered in a manner which avoids/reduces the need to pass by bedroom or bedroom areas of the opposite sex?				
8	There is an appropriate signage indicating gender on all toilets and bathrooms?				
9	There is appropriate signage indicating gender on all bedroom areas?				
10	Equality Act toilets have signage which indicates use by both male and female patients?				

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11	There is a poster displayed near the ward entrance stating compliance with same-sex accommodation standards?				
12	There is a ward plan indicating bedroom/bedroom bay allocations displayed in the ward/unit staff office?				
13	The ward has a clear working process for allocating patient bedrooms?				
14	A process/documentation is in place to manage risks in relation to potential mixed sex accommodation breaches?				
15	The ward has a designated female only lounge? (Mental Health & LD Wards)				
16	The female only lounge has appropriate signage?				
17	Every effort is made to ensure the availability of staff the same-sex as the patient they are caring for, especially for intimate care?				

SAMPLE - DO NOT USE