

Name:  
Position:

Date:  
Time:

# Operating Room Setup Verification Checklist

**Important:** As you gain experience, you may choose to perform some checks in a different order to improve workflow efficiency or accommodate local practice. However, you should always refer back to this checklist before declaring room readiness to ensure that no critical steps have been missed.

Check	Verification Item	Comments
<input type="checkbox"/>	Verify the operating room schedule and identify the planned procedure.	
<input type="checkbox"/>	Review surgeon requirements, special equipment needs, implants, positioning requirements, and procedure-specific considerations.	
<input type="checkbox"/>	Gather supplies required for the procedure and verify availability of sterile packs, instruments, drapes, linen, PPE, and consumables.	
<input type="checkbox"/>	Verify terminal cleaning has been completed according to local policy.	
<input type="checkbox"/>	Confirm floors, surfaces, lights, and equipment are visibly clean and free from contamination.	
<input type="checkbox"/>	Verify room temperature, humidity, ventilation, and airflow are acceptable according to local policy.	
<input type="checkbox"/>	Confirm unnecessary traffic is minimized and access to the room is appropriately controlled.	
<input type="checkbox"/>	Ensure emergency equipment is available and accessible (crash cart, defibrillator, emergency airway equipment).	
<input type="checkbox"/>	Verify availability and integrity of required surgical instrument sets.	
<input type="checkbox"/>	Inspect sterile packs for packaging integrity, sterility indicators, moisture damage, punctures, tears, and expiration dates.	

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<input type="checkbox"/>	Arrange sterile supplies and unopened packs for efficient presentation to the scrub nurse.	
<input type="checkbox"/>	Position operating room furniture appropriately (OR table, Mayo stand, instrument trolley, anesthesia equipment).	
<input type="checkbox"/>	Establish and maintain separation between sterile, clean, and contaminated zones.	
<input type="checkbox"/>	Verify required patient positioning equipment is available (arm boards, headrests, gel pads, straps, stirrups, positioning aids).	
<input type="checkbox"/>	Inspect positioning equipment for cleanliness, stability, and damage.	
<input type="checkbox"/>	Test OR lighting for function, intensity, positioning, and adjustability.	
<input type="checkbox"/>	Test operating table movement, locking mechanisms, stability, and required positioning functions.	
<input type="checkbox"/>	Verify anesthesia machine function according to local protocol.	
<input type="checkbox"/>	Confirm gas supply connections are secure.	
<input type="checkbox"/>	Verify oxygen supply and backup oxygen cylinders are available and adequately filled.	
<input type="checkbox"/>	Check breathing circuits, vaporizers, flow meters, and associated anesthesia equipment.	
<input type="checkbox"/>	Test suction equipment, tubing, collection bottles, and suction pressure.	
<input type="checkbox"/>	Verify defibrillator readiness according to local policy.	
<input type="checkbox"/>	Test electrosurgical unit (diathermy) and verify grounding pad availability.	
<input type="checkbox"/>	Verify function of warming devices, infusion pumps, imaging equipment, and other auxiliary equipment required for the procedure.	
<input type="checkbox"/>	Inspect electrical cords, plugs, and equipment connections for damage.	

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<input type="checkbox"/>	Verify specialty equipment required for the planned procedure is available and functional.	
<input type="checkbox"/>	Verify generator, UPS, backup power systems, and reserve utility systems are available and functional.	
<input type="checkbox"/>	Verify backup suction systems and reserve equipment are available if required by local policy.	
<input type="checkbox"/>	Confirm emergency access routes remain unobstructed.	
<input type="checkbox"/>	Verify waste containers are present, correctly positioned, and appropriately labeled.	
<input type="checkbox"/>	Confirm sharps containers are available and not overfilled.	
<input type="checkbox"/>	Verify all required supplies, equipment, and personnel are available for safe case start.	
<input type="checkbox"/>	Identify and address any shortages, substitutions, or equipment concerns.	
<input type="checkbox"/>	Escalate unresolved equipment failures, supply shortages, sterility concerns, or safety issues according to local policy.	
<input type="checkbox"/>	Communicate room readiness, limitations, substitutions, and outstanding concerns to the surgical and anesthesia teams.	
<input type="checkbox"/>	Document required setup and equipment checks in the OR logbook.	
<input type="checkbox"/>	Perform a final readiness review before patient arrival.	
<input type="checkbox"/>	Confirm the operating room is safe, organized, fully prepared, and ready to receive the patient.	

**Outcome:**  Room Ready for Patient Arrival       Not Ready – Corrective Action Required

**Additional Comments:**

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