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## Dental Laboratory Inspection Checklist- Final

Name of the Facility: \_\_\_\_\_

Date of Inspection: \_\_\_\_/\_\_\_\_/\_\_\_\_

| Ref.        | Description  | Yes | No | N/A | Remarks |
|-------------|--|-----|----|-----|---------|
| <b>2</b>    | <b>General Licensure Criteria</b>  |     |    |     |         |
| <b>2.3.</b> | <b>Final Inspection and Issuing the License</b>  |     |    |     |         |
| 2.3.2.2.    | Install dental equipment required for provision of the dental laboratory services in accordance with manufacturer specifications.                            |     |    |     |         |
| 2.3.2.3.    | Provide documented policies and procedures for the following:  |     |    |     |         |
| 2.3.2.3.1.  | Infection control measures and hazardous waste management.   |     |    |     |         |
| 2.3.3.      | Maintain adequate lighting and utilities, including temperature controls, water taps, sinks and drains, electrical outlets and communications.               |     |    |     |         |
| 2.3.4.      | Keep floors, work surfaces, and other areas clean and neat.  |     |    |     |         |
| 2.3.5.      | Clearly display the hours of operation of the facility as well as the type of services available.  |     |    |     |         |
| 2.3.7.      | Designate secured areas for the collection of medical waste, general storage facilities for supplies and equipment and storing area for hazardous materials. |     |    |     |         |
| <b>3</b>    | <b>Physical Facility Criteria</b>  |     |    |     |         |
| <b>3.1.</b> | <b>General design considerations</b>   |     |    |     |         |
| 3.1.4.      | Carpets cannot be used in the dental laboratories.   |     |    |     |         |
| 3.1.5.      | Selected flooring surfaces shall be easy to maintain,  |     |    |     |         |

| Checklist                | ID            | Issue# | Issue Date   | Revision Date | Page# |
|--------------------------|---------------|--------|--------------|---------------|-------|
| Dental Laboratory/ Final | CP_9.6.01_F34 | 1      | Jan 17, 2023 | Jan 17, 2026  | 1/5   |

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|         | readily cleanable and appropriately wear-resistant for the location.   |  |  |  |  |
| 3.1.6.  | Wall finishes shall be washable, moisture-resistant and smooth, wall finish treatments shall not create ledges or crevices that can harbor dust and dirt.  |  |  |  |  |
| 3.1.7.  | Joints for floor openings for pipes and ducts shall be tightly sealed.   |  |  |  |  |
| 3.1.8.  | Wired glass; or plastic, break-resistant material that creates no dangerous cutting edges when broken shall be used in certain areas such as glass doors and sidelights  |  |  |  |  |
| 3.1.9.  | Laboratory work areas shall include sinks with water and access to vacuum, gases, telephone /data service, and electrical service as needed.   |  |  |  |  |
| 3.1.11. | The facility should be clean and properly maintained and have adequate day light and ventilation. The space allocated should be adequate for the activities performed. Local, direct exhaust must be placed over all burnout, casting and/or boil-out areas, with providence to outdoor ventilation. This exhaust must be located within 18" of the source equipment in order to effectively remove heat, smoke or odours. |  |  |  |  |
| 3.1.12. | If no local exhaust is provided, the lab must demonstrate that their ventilation system is effective through air sampling data, high no of air exchanges per hour based on square feet of applicable area.   |  |  |  |  |
| 3.1.17. | Appropriate first aid kit(s) must be readily accessible and regularly maintained   |  |  |  |  |
| 3.1.19. | There should be a dedicated place to mold metal (especially crowns, bridges, chrome cobalt).   |  |  |  |  |

| Checklist                | ID            | Issue# | Issue Date   | Revision Date | Page# |
|--------------------------|---------------|--------|--------------|---------------|-------|
| Dental Laboratory/ Final | CP_9.6.01_F34 | 1      | Jan 17, 2023 | Jan 17, 2026  | 2/5   |

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| 3.1.20.     | There should be a dedicated place to mould ceramics, that is isolated from the other area of the dental laboratory with dust protection (ante- dust).   |  |  |  |  |
| 3.1.22.     | Requirements for proper hand hygiene shall include but, not limited to:   |  |  |  |  |
| 13.1.16.1.  | Conveniently located hand wash basins, used only for washing purpose with hands free operating taps.  |  |  |  |  |
| 13.1.16.2.  | Wall mounted non-refilling liquid soap dispenser next to each hand wash basin.  |  |  |  |  |
| 13.1.16.3.  | Wall mounted paper towel in use.  |  |  |  |  |
| 13.1.16.4.  | Staff education on hand washing technique.  |  |  |  |  |
| 3.1.28.     | There should be a dedicated place for the polishing process.  |  |  |  |  |
| 3.1.30.     | Lounge, locker, and toilet facilities shall be conveniently located for male and female laboratory staff.   |  |  |  |  |
| 3.1.31.     | There should be a storage space available to keep the laboratory materials and supplies.  |  |  |  |  |
| 3.1.32.     | Waste and Environmental Management.   |  |  |  |  |
| 3.1.33.     | Waste and environmental management should support safe practice and a safe environment. The dental laboratory facility shall develop and implement a waste and environmental management policies. |  |  |  |  |
| <b>3.2.</b> | <b>Working space requirements and specifications includes, but not restricted to:</b>   |  |  |  |  |
| 3.2.1.      | A hard stone surface as a counter space.  |  |  |  |  |
| 3.2.2.      | Bench with light.   |  |  |  |  |
| 3.2.3.      | Laboratory chairs.  |  |  |  |  |
| 3.2.4.      | Bunsen burner.  |  |  |  |  |
| 3.2.5.      | Hand piece and controller.  |  |  |  |  |
| 3.2.6.      | Suction unit for dust extraction.   |  |  |  |  |

| Checklist                | ID            | Issue# | Issue Date   | Revision Date | Page# |
|--------------------------|---------------|--------|--------------|---------------|-------|
| Dental Laboratory/ Final | CP_9.6.01_F34 | 1      | Jan 17, 2023 | Jan 17, 2026  | 3/5   |

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| 3.2.7.      | Drawers.  |  |  |  |  |
| <b>3.3.</b> | <b>Lighting</b>   |  |  |  |  |
| 3.3.1.      | The facility should have proper lighting for the working tables and working area.   |  |  |  |  |
| 3.3.2.      | Natural lighting is useful for the ceramics room area to differentiate the ceramics colour.   |  |  |  |  |
| <b>3.4.</b> | <b>Ventilation</b>  |  |  |  |  |
| 3.4.1.      | The facility should be provided with suctioning fans to refine the atmosphere and with special suction placed above the thermal ovens to suck the ascending vapours and gases out of the ovens. |  |  |  |  |
| <b>3.5.</b> | <b>Safety</b>   |  |  |  |  |
| 3.5.1.      | Fire Safety and Security Management   |  |  |  |  |
| 3.5.1.1.    | The facility shall establish a fire safety plan for early detection, confining, extinguishment, rescue, evacuation and alerting the Dubai Civil Defence.  |  |  |  |  |
| 3.5.1.2.    | The facility shall maintain fire extinguishers and fire protection equipment and devices as per the Dubai Civil Defence requirements.   |  |  |  |  |
| 3.5.1.4.    | There should be evacuation maps posted in the facility to indicate current locations marked with "You are here" to provide information regarding Escape routes and Fire exits.                  |  |  |  |  |
| 3.5.1.8.    | Emergency contact number for local police and Dubai Civil Defence shall be displayed.   |  |  |  |  |
| 3.5.2.      | The facility must have a policy on "Disaster Management" and communicate this with all the staff members.   |  |  |  |  |
| 3.5.4.      | Laboratory floor should be made of fire proof material.   |  |  |  |  |

| Checklist                | ID            | Issue# | Issue Date   | Revision Date | Page# |
|--------------------------|---------------|--------|--------------|---------------|-------|
| Dental Laboratory/ Final | CP_9.6.01_F34 | 1      | Jan 17, 2023 | Jan 17, 2026  | 4/5   |

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| <b>3.6.</b> | <b>Drainage System</b>   |  |  |  |  |
| 3.6.2.      | Special filters should be placed under the basins to collect all dirt and left over plaster, to prevent it from going through the drainage system. |  |  |  |  |
| <b>3.7.</b> | <b>Smoking Policy</b>  |  |  |  |  |
| 3.7.3.      | Signboards should be fixed at the main entrance, alerting individuals regarding this policy.   |  |  |  |  |

| Checklist                | ID            | Issue# | Issue Date   | Revision Date | Page# |
|--------------------------|---------------|--------|--------------|---------------|-------|
| Dental Laboratory/ Final | CP_9.6.01_F34 | 1      | Jan 17, 2023 | Jan 17, 2026  | 5/5   |