

The Seven Step Cleaning Process

CLEANING IN PATIENT ROOMS

1. PULL TRASH/ LINENS/ BIOHAZARD WASTE

- a. Remove liners from trash receptacles, linen hamper, and biohazard bin.
- b. Clean waste receptacles inside and out with rag dampened with disinfectant solutions. Allow to air dry in accordance with chemical dwell time.
- c. Reline receptacles with clean liners.

2. HIGH DUST

- a. High dust everything above shoulder level or out of reach. Use an extension pole with duster head. WEAR safety glasses to avoid dust landing in eyes.
- b. Never high dust over patients or family member.

3. DAMP WIPE

- a. Wipe everything you are able to reach start with the door and working your way around the room in a circular pattern.

DO NOT REDIP RAGS IN DISINFECTANT SOLUTION!

- b. Use disinfectant solution on all surfaces starting with those surfaces that are highest and working downward.
- c. After disinfecting glass or mirrors use a dry cloth or paper towel dampened with glass cleaner to polish interior to a streak free appearance.
- d. Be sure to include: wall spotting, light switches, call buttons, telephones, wall moldings, dispensers, windowsills, and furniture.

4. CLEAN BATHROOM

- a. Clean all surfaces starting with the cleanest areas around the bathroom door and ending with the toilet.
- b. Use a bowl mop to clean the inside the bowl of the toilet.
- c. Wipe the outside surfaces of the toilet starting with the flusher handle and working your way to the foot of the toilet with a disinfectant dampened rag.
- d. Mop bathroom floor starting from the corner furthest from door and working out.

DO NOT USE THE DIRTY CLOTH ON ANY OTHER SURFACE AFTER CLEANING TOILET.

5. DUST MOP FLOOR

- a. Using dry mop head covered in 3M Easy Trap Dusting Cloth dust behind all furniture and doors. Move furniture and equipment as needed.
- b. Gather debris in doorway of the patient room and discard.

6. DAMP MOP

- a. Place Wet Floor sign at the entrance before you begin.
- b. Start with the corner farthest from the door and work your way out.
- c. Move bed to side and mop underneath it thoroughly.
- d. Mop out corners to prevent build up.
- e. May require 2 or more flat mops to mop thoroughly.

7. INSPECT THE ROOM

- a. Inspect Room based on Hospital Clean Standards. Correct any deficiencies.
- b. Make patient bed after following proper hand hygiene procedures.
- c. Report any needed repairs.
- d. Place service card on table.
- e. Inspect Room Curtains
- f. Report any sharps containers that are full
- g. Ask yourself "*Is the room ready for another patient?*"

HOSPITAL CLEAN STANDARDS

- Floors and baseboards are free of stains, visible dust, spills and streaks.
- Walls, ceilings and doors are free of visible dust, soil, streaks, and handprints.
- All horizontal surfaces are free of visible dust (includes furniture, window ledges, overhead lights, phones, picture frames, carpets, etc.)
- Bathroom fixtures are free of streaks, soil, stains and soap scum.
- Mirrors and windows are free of dust and streaks.
- Dispensers are free of dust, soiling and residue and restocked appropriately
- Waste is disposed of appropriately.
- Items that are broken, torn, cracked or malfunctioning are replaced.
- High touch surfaces in patient areas are cleaned and disinfected
- Non-critical medical equipment is cleaned and disinfected between patients