



PATIENT ROOM CLEANING CHECKLIST: **TERMINAL CLEAN**

NAME: _____

ROOM: _____

TIME: _____

DATE: _____

PREPARATION AND SETUP

- Prepare equipment and load High Security Cleaning Cart with everything needed for the task
- Don the appropriate attire and Personal Protective Equipment (PPE)

BASIC PROCEDURES

- Perform hand hygiene and don gloves before entering the room
- Be aware of signage that indicates special precautions
- Always knock and enter slowly, while greeting the patient
- Leave the High Security Cleaning Cart in the hall and set up Safety Sign

PATIENT ROOM CLEANING PROCEDURES

- Survey the room, straighten furnishings and pick up loose debris
- Empty and line waste containers
- Remove all soiled linens
- Perform high dusting with Microfiber Flexible Dusting Wand

- Dust curtain rods, tops of doors and recessed lights
- Spot clean walls with a green Microfiber cloth
- Damp clean all vertical surfaces, counters, ledges and sills
- Clean the window with a blue Microfiber glass cloth
- With a red Microfiber cloth, wipe all surfaces of the headboard, including all railings, cords, and remotes
- Wipe down the entire bed frame and frame supporting the mattress
- Clean and disinfect the mattress and coated pillows
- With a red Microfiber cloth, wipe all surfaces of the footboard
- Clean and disinfect nightstand and over-bed tables, including legs and wheels
- Clean the mirrors with a blue Microfiber glass cloth
- Wipe any furnishings and other high-touch areas
- Clean vents and returns
- Inspect privacy curtains for soiled areas
- Remove gloves, perform hand hygiene
- Change gloves to remake bed, according to facility policy

PATIENT ROOM BATHROOM CLEANING PROCEDURES

- Clean the mirror using a blue Microfiber glass cloth
- Clean the sink area, including the counter, faucet and handles, and sink basin with a clean yellow Microfiber cloth
- Clean other surfaces of the bathroom with a clean yellow Microfiber cloth
- Disinfect toilet
- Restock consumable supplies
- Empty and line waste containers

- Dust mop floor, beginning in the far corner of the room, with the green Microfiber fringed dust mop
- Damp mop patient room floor with a blue Microfiber damp mop, then mop bathroom floor
- Remove gloves and perform hand hygiene
- Inspect room and complete quality checklist

This checklist is consistent with the AHE Practice Guidance for Healthcare Environmental Cleaning: 2nd Edition. Always use the cleaning chemicals and procedures specified by your supervisor.



PATIENT ROOM CLEANING CHECKLIST: OCCUPIED CLEAN

NAME: _____

ROOM: _____

TIME: _____

DATE: _____

PREPARATION AND SETUP

- Prepare equipment and load High Security Cleaning Cart with everything needed for the task
- Don the appropriate attire and Personal Protective Equipment (PPE)

BASIC PROCEDURES

- Perform hand hygiene and don gloves before entering the room
- Be aware of signage that indicates special precautions
- Always knock and enter slowly, while greeting the patient
- Leave the High Security Cleaning Cart in the hall and set up Safety Sign

PATIENT ROOM CLEANING PROCEDURES

- Survey the room, straighten furnishings and pick up loose debris
- Empty and line waste containers
- Clean bed rails and over-bed table with a red Microfiber cloth
 - » Clean only if visibly dirty
- With a green Microfiber cloth, wipe door frame, furniture bumpers, chairs and chair arms
- Wipe window sill and spot clean windows
- Spot clean walls
- Damp clean all vertical surfaces, counters, ledges and sills
- Clean the window with a blue Microfiber glass cloth
- With a red Microfiber cloth, wipe the top and front of the footboard
- Wipe desktops, bedside tabletops and telephone, arm chairs, door and cabinet handles, light switches, handles and other high-touch areas

PATIENT ROOM BATHROOM CLEANING PROCEDURES

- Clean the mirror using a blue Microfiber glass cloth
- Clean the sink area, including the counter, faucet and handles, and sink basin with a clean yellow Microfiber cloth
- Clean other surfaces of the bathroom with a clean yellow Microfiber cloth
- Disinfect toilet
- Restock consumable supplies
- Empty and line waste containers

- Dust mop floor beginning in the far corner of the room with the green Microfiber fringed dust mop
- Damp mop patient room floor with a blue Microfiber damp mop, then mop bathroom floor
- Remove gloves and perform hand hygiene
- Inspect room and complete quality checklist

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SURGICAL AREA CLEANING CHECKLIST: OPERATING ROOM

NAME: _____

ROOM: _____

TIME: _____

DATE: _____

PREPARATION AND SETUP

- Prepare equipment and load High Security Cleaning Cart with everything needed for the task
- Don the appropriate attire and Personal Protective Equipment (PPE)
- Perform hand hygiene and don gloves before entering the room
- Always enter slowly, leaving cleaning cart in the hall

UTILITY AREA CLEANING PROCEDURES

- Wipe sink shelves and surrounding surfaces with a yellow Microfiber cloth
- Clean and scrub sink area, including counter, faucet handles, basin and all piping. Clean the spout of the faucet
- Clean floor mats and lift to clean underneath mat
- Change gloves, perform hand hygiene and enter the OR suite to be cleaned

OPERATING ROOM CLEANING PROCEDURES

- Survey the room for surgical instruments, waste involving blood or blood-soaked liners, and alert OR staff to remove
- Pick up and remove loose trash and trash in bins
- Remove infectious waste
- Remove all soiled linens, handling carefully, per facility policy
- Spot clean any area visibly soiled with small amounts of potentially infectious material with a green Microfiber cloth
- Dry/damp dust fixed and ceiling-mounted equipment and surgical lights with the Microfiber Flexible Dusting Wand and High Performance dust sleeve
- Perform other high dusting with the Microfiber Flexible Dusting Wand and clean High Performance dust sleeve
- Clean and disinfect operating table lights, including extender arms, and light reflectors with a red Microfiber cloth
- Clean and disinfect walls, ledges and other surfaces with the Flexible Frame and damp mop cover

- Clean air intake grills, ducts and filter covers with the Microfiber Flexible Dusting Wand and High Performance dust sleeve
- Check walls and spot clean with a green Microfiber cloth
- Clean all furniture and equipment, including stands, foot pedals, casters, wheels, cords, light switches and other high-touch surfaces, using fresh red Microfiber cloths as necessary
- Unlock the OR table and break down pads and straps to clean with a red Microfiber cloth
- Wipe the joints, table attachments, frame, legs and rails
- Turn down the mattress and wipe the table bed frame and back of mattress
- Wipe sides of the mattress and change wipe or cloth as needed
- The entire floor of the OR should be flooded using the blue High Absorbency damp mop and then wet vacuumed with a floor machine
- Remove PPE and immediately perform hand hygiene, don new gloves and wipe down tools used to clean OR suite
- Complete quality checklist

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ISOLATION ROOM CLEANING CHECKLIST: OCCUPIED CLEAN

NAME: _____

ROOM: _____

TIME: _____

DATE: _____

PREPARATION AND SETUP

- Prepare equipment and load High Security Cleaning Cart with everything needed for the task
- Don the appropriate attire and Personal Protective Equipment (PPE)

SPECIAL ISOLATION PROCEDURES

- Perform hand hygiene and don gloves before entering the room, pulling gown cuffs into gloves to limit exposure
- Review door sign for isolation condition
- Special instructions should include specific procedures for isolation condition if needed
- Always knock and enter slowly, while greeting the patient
- Leave the High Security Cleaning Cart in the hall and set up Safety Sign

ISOLATION ROOM CLEANING PROCEDURES

- Survey the room, straighten furnishings and pick up loose debris
- Empty and line waste containers
- Remove infectious waste if needed
- Remove soiled linen, including gown, towels and washcloths
- Using Disposable Microfiber cloths:
 - » Spot clean walls
 - » Wipe door frame, furniture bumpers, chairs and chair arms
 - » Wipe window sill and spot clean windows
 - » Damp wipe all vertical surfaces, counters, ledges and sills
- Clean the window with a Disposable Microfiber cloth
- Using Disposable Microfiber cloths:
 - » Wipe all surfaces of the headboard, railings and remotes
 - » Wipe the top and front of the footboard
 - » Wipe desktops, bedside tabletops and telephone, arm chairs, door and cabinet handles, light switches, handles and other high-touch areas

ISOLATION ROOM BATHROOM CLEANING

- Clean the mirror using a Disposable Microfiber cloth
- Clean the sink area, including the counter, faucet and handles, and sink basin with a clean Disposable Microfiber cloth
- Clean other surfaces of the bathroom with a clean Disposable Microfiber cloth
- Disinfect toilet
- Restock consumable supplies
- Empty and line waste containers

- Dust mop floor, beginning in the far corner of the room, with a Disposable Microfiber mop
- Damp mop room floor, then bathroom floor with a Disposable Microfiber mop
- Dispose of used cloths and mops in facility-approved container
- Remove PPE before leaving the room
- Perform hand hygiene and don new gloves
- Clean all tools and equipment and return to cart
- Remove gloves and perform hand hygiene
- Inspect room and complete quality checklist

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- Special instructions should include specific procedures for isolation condition if needed
- Always knock and enter slowly, while greeting the patient
- Leave the High Security Cleaning Cart in the hall and set up Safety Sign

ISOLATION ROOM CLEANING PROCEDURES

- Survey the room, straighten furnishings and pick up loose debris
- Empty and line waste containers
- Remove infectious waste
- Remove all soiled linens

- Perform high dusting with the Microfiber Flexible Dusting Wand and High Performance dust sleeve
- Dust curtain rods, tops of doors and recessed lights
- Using Disposable Microfiber cloths:
 - » Spot clean walls
 - » Damp clean all vertical surfaces, counters, ledges and sills
- Clean the window with a Disposable Microfiber cloth
- Using Disposable Microfiber cloths:
 - » Wipe all surfaces of the headboard, including all railings, cords, and remotes
 - » Wipe down the entire bed frame and frame supporting the mattress
 - » Clean the mattress
 - » Wipe all surfaces of the footboard
 - » Clean nightstand and over-bed tables, including legs and wheels
- Clean the mirrors with a Disposable Microfiber cloth
- Wipe any furnishings and other high-touch areas
- Clean vents and returns
- Inspect privacy curtains to ensure they are not soiled
- Remove gloves, perform hand hygiene and change gloves to remake bed, according to facility policy

ISOLATION ROOM BATHROOM CLEANING

- Clean the mirror using a Disposable Microfiber cloth
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- Dispose of used cloths and mops in facility-approved container
- Remove PPE before leaving the room
- Perform hand hygiene and don new gloves
- Clean all tools and equipment and return to cart
- Remove gloves and perform hand hygiene
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