

Boiler Room

Code: ANCMF-AU-ACF-BR-02 • Facility: Aged Care Facility • Frequency: daily

Scope of Work

- Dust all surfaces including pipes, ledges, and equipment.
- Sanitise high-touch areas such as door handles and light switches.
- Vacuum and mop floors using appropriate cleaning agents.
- Empty rubbish bins and replace liners.
- Wipe down walls and remove any cobwebs.
- Ensure all cleaning is performed using colour-coded cleaning systems to prevent cross-contamination.

Method

1. Prepare the cleaning trolley with all necessary equipment and supplies, ensuring colour-coded cloths and mops are used.
2. Dust all surfaces, starting from the highest points and working downwards.
3. Sanitise high-touch areas using a disinfectant approved for healthcare environments.
4. Vacuum the floor thoroughly, paying attention to corners and edges.
5. Mop the floor with a neutral detergent, ensuring no residue is left behind.
6. Empty rubbish bins, replace liners, and ensure bins are clean and odour-free.
7. Inspect the area for any remaining dust or debris and perform a final check to ensure all tasks are completed to standard.

Equipment

- Cleaning trolley with colour-coded cleaning supplies
- Microfibre cloths and mops
- HEPA-filter vacuum cleaner
- Neutral detergent and disinfectant
- Rubbish bin liners
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are dust-free, floors are spotless with no residue, high-touch areas are fully sanitised, and no odours are present. Rubbish bins are clean and lined.
Good	Minor dust on non-critical surfaces, floors are clean with minimal residue, high-touch areas are mostly sanitised, and no strong odours are present. Rubbish bins are clean and lined.
Pass	Noticeable dust on some surfaces, floors have some residue, high-touch areas are partially sanitised, and mild odours are present. Rubbish bins are lined but may have minor residue.
Fail	Significant dust accumulation, floors are dirty with visible residue, high-touch areas are not sanitised, and strong odours are present. Rubbish bins are not lined or are overflowing.