

Dirty Utility

Code: ANCMF-AU-ACF-DU-01 • Facility: Aged Care Facility • Frequency: daily

Scope of Work

- Remove all waste and dispose of it according to facility protocols.
- Clean and sanitize all surfaces, including countertops, sinks, and storage areas.
- Dust all horizontal surfaces and ledges.
- Vacuum and mop floors using appropriate disinfectant solutions.
- Wipe down and disinfect all high-touch areas, including door handles and light switches.
- Ensure all cleaning supplies are restocked and stored properly.

Method

1. Begin by donning appropriate personal protective equipment (PPE).
2. Collect and remove all waste, ensuring proper segregation and disposal.
3. Dust all surfaces using a microfiber cloth to prevent the spread of dust particles.
4. Apply a suitable disinfectant to all surfaces and allow the recommended contact time before wiping clean.
5. Vacuum the floor to remove loose debris, then mop using a disinfectant solution, ensuring the floor is left dry.
6. Wipe down all high-touch areas with a disinfectant wipe or cloth.
7. Inspect the area to ensure all tasks are completed to standard.

Equipment

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| • Microfiber cloths | • Vacuum cleaner | • Personal protective equipment (PPE) |
| • Disinfectant solutions | • Mop and bucket | • Waste disposal bags |

Quality Criteria

Excellent	All surfaces visibly clean, no dust, stains, or debris. Pleasant appearance with no odors. All cleaning tasks completed to highest standard.
Good	Most surfaces clean with minimal dust or minor marks. Generally tidy appearance. All major cleaning tasks completed satisfactorily.
Pass	Basic cleaning completed, surfaces generally clean but may have some minor dust or marks. Acceptable standard for routine operations.
Fail	Visible dirt, stains, or debris present. Unacceptable odors or untidy appearance. Cleaning tasks incomplete or inadequate. Requires immediate re-cleaning.