

Hot Water Plant

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

Scope of Work

- Dust all surfaces, including pipes, tanks, and shelving.
- Sanitise all high-touch surfaces, including door handles and light switches.
- Mop floors with a disinfectant solution.
- Wipe down walls and equipment with a damp cloth.
- Empty and clean rubbish bins.
- Ensure all cleaning activities comply with infection control guidelines.

Method

1. Prepare the cleaning trolley with all necessary supplies, ensuring colour-coded cloths and mops are used to prevent cross-contamination.
2. Dust all surfaces using a microfibre cloth, starting from the highest points and working downwards.
3. Sanitise high-touch surfaces with an approved disinfectant, allowing appropriate contact time.
4. Mop the floor using a two-bucket system to ensure effective cleaning and sanitising.
5. Wipe down walls and equipment with a damp cloth, ensuring no streaks or residue remain.
6. Empty rubbish bins, replace liners, and sanitise the bin exterior.
7. Conduct a final inspection to ensure all areas meet the quality criteria.

Equipment

- Microfibre cloths (colour-coded)
- Disinfectant solution
- Mop and bucket (two-bucket system)
- Cleaning trolley
- Rubbish bin liners
- Personal protective equipment (PPE)

Quality Criteria

Performance Level	Criteria
Excellent	No visible dust or dirt on any surfaces; all high-touch surfaces sanitised with no streaks; floors are spotless with no residue; rubbish bins are clean and odour-free.
Good	Minor dust on non-critical surfaces; high-touch surfaces sanitised with minimal streaks; floors are clean with slight residue; rubbish bins are clean with minimal odour.
Pass	Visible dust on some surfaces; high-touch surfaces sanitised but with visible streaks; floors are clean but with noticeable residue; rubbish bins are emptied but have some odour.
Fail	Significant dust accumulation; high-touch surfaces not sanitised; floors are dirty with visible residue; rubbish bins are full or have strong odour.