

Lounge Room

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

Scope of Work

- Dust all surfaces including tables, chairs, and shelves.
- Vacuum all carpeted areas thoroughly.
- Mop all non-carpeted flooring with appropriate cleaning solution.
- Sanitize high-touch areas such as door handles, light switches, and remote controls.
- Clean and polish all glass surfaces including windows and mirrors.
- Empty and sanitize waste bins.
- Wipe down and sanitize all furniture.
- Ensure all cleaning activities are documented and logged.

Method

1. Begin by dusting all surfaces using a microfiber cloth to capture dust and allergens.
2. Vacuum carpeted areas using a HEPA-filter vacuum cleaner to ensure maximum dust and allergen removal.
3. Mop non-carpeted floors with a disinfectant solution, ensuring the mop is rinsed frequently.
4. Use a disinfectant spray on high-touch areas and wipe with a clean cloth.
5. Clean glass surfaces with a glass cleaner and a lint-free cloth for a streak-free finish.
6. Empty waste bins, replace liners, and sanitize the bin interior and exterior.
7. Wipe down furniture with a suitable cleaner and disinfectant.
8. Record all cleaning tasks in the facility's cleaning log for compliance and review.

Equipment

- Microfiber cloths
- HEPA-filter vacuum cleaner
- Mop and bucket with disinfectant solution
- Disinfectant spray
- Glass cleaner
- Lint-free cloths
- Waste bin liners

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.