

Memory Care Unit

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

Scope of Work

- Dusting of all surfaces, including furniture, ledges, and fixtures.
- Vacuuming of carpets and rugs.
- Mopping of hard floors with appropriate disinfectant.
- Sanitising of high-touch areas such as door handles, light switches, and handrails.
- Cleaning and sanitising of toilets and washbasins.
- Emptying and sanitising rubbish bins.
- Spot cleaning of walls and doors.
- Ensuring all cleaning activities comply with infection control guidelines.

Method

1. Prepare cleaning trolley with colour-coded cleaning cloths and appropriate cleaning agents.
2. Begin with dusting high surfaces, working downwards to avoid re-contamination.
3. Vacuum carpets and rugs thoroughly, paying attention to corners and edges.
4. Mop hard floors using a two-bucket system to prevent cross-contamination.
5. Sanitise high-touch areas using a disinfectant spray and microfibre cloth.
6. Clean toilets and washbasins with a toilet brush and sanitising cleaner, ensuring all surfaces are wiped dry.
7. Empty rubbish bins, replace liners, and sanitise bin surfaces.
8. Conduct a final inspection to ensure all areas meet quality standards.

Equipment

- Colour-coded microfibre cloths
- Vacuum cleaner with HEPA filter
- Mop and bucket with wringer
- Disinfectant and cleaning agents
- Toilet brush
- Cleaning trolley
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free of dust, dirt, and marks. Floors are spotless with no streaks. High-touch areas are sanitised and free of smudges. No unpleasant odours present. Rubbish bins are empty and sanitised.
Good	Surfaces are mostly clean with minor dust or marks. Floors are clean with minimal streaks. High-touch areas are sanitised with few smudges. No strong odours present. Rubbish bins are empty but may have minor residue.
Pass	Surfaces have some dust or marks. Floors have visible streaks. High-touch areas are sanitised but have noticeable smudges. Mild odours may be present. Rubbish bins are empty but not sanitised.
Fail	Surfaces are visibly dusty or dirty. Floors have significant streaks or dirt. High-touch areas are not sanitised. Strong odours are present. Rubbish bins are full or unsanitised.