

Pharmacy

Code: ANCMF-AU-ACF-P-04 • Facility: Aged Care Facility • Frequency: daily

Scope of Work

- Dusting of all surfaces including shelves, counters, and equipment.
- Sanitising of all high-touch areas such as door handles, light switches, and taps.
- Vacuuming and mopping of all floors using a colour-coded system to prevent cross-contamination.
- Cleaning and sanitising of sinks and dispensary areas.
- Emptying and sanitising of rubbish bins.
- Ensuring all cleaning products are stored safely and in compliance with safety data sheets.

Method

1. Begin by dusting all surfaces with a microfibre cloth, ensuring no dust is left on shelves or equipment.
2. Sanitise high-touch areas using an approved disinfectant, ensuring contact time as per manufacturer's instructions.
3. Vacuum the floor using a HEPA-filter vacuum cleaner to capture fine particles.
4. Mop the floor with a neutral detergent, using a colour-coded mop to prevent cross-contamination.
5. Clean and sanitise sinks and dispensary areas with a hospital-grade disinfectant.
6. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.

Equipment

- Microfibre cloths
- Colour-coded mops and buckets
- Neutral detergent
- HEPA-filter vacuum cleaner
- Hospital-grade disinfectant
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean with no dust or smudges. High-touch areas are sanitised with no residue. Floors are spotless with no debris. No odours present. Compliance with infection control standards is evident.
Good	Minor dust or smudges on surfaces. High-touch areas mostly sanitised. Floors have minimal debris. No strong odours. Infection control standards mostly met.
Pass	Noticeable dust or smudges on surfaces. Some high-touch areas missed. Floors have visible debris. Mild odours present. Infection control standards partially met.
Fail	Significant dust or smudges on surfaces. High-touch areas not sanitised. Floors are dirty with debris. Strong odours present. Infection control standards not met.