

Spa

Code: ANCMF-AU-ACF-S-02 • Facility: Aged Care Facility • Frequency: daily

Scope of Work

- Thoroughly clean and sanitize all surfaces including floors, walls, and fixtures.
- Disinfect all high-touch areas such as handles, switches, and railings.
- Clean and polish mirrors and glass surfaces.
- Vacuum and mop all floor areas, ensuring no residue is left.
- Empty and sanitize waste bins.
- Ensure all cleaning products are used according to manufacturer instructions and safety data sheets.

Method

1. Begin by removing all loose debris and waste from the area.
2. Apply appropriate cleaning agents to all surfaces, allowing adequate contact time for disinfection.
3. Wipe down surfaces with clean, damp cloths, ensuring no streaks or residue remain.
4. Vacuum all carpeted areas and mop hard floors with a disinfectant solution.
5. Inspect all areas for cleanliness and repeat any steps as necessary to meet quality criteria.

Equipment

- Microfiber cloths
- Mop and bucket with wringer
- Glass cleaner
- Vacuum cleaner with HEPA filter
- Disinfectant sprays and solutions
- Protective gloves and safety goggles

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are spotless with no visible dust, streaks, or residue. High-touch areas are sanitized and free of fingerprints. Floors are clean and dry with no debris. Waste bins are empty and sanitized.
Good	Surfaces are mostly clean with minimal dust or streaks. High-touch areas are mostly sanitized. Floors are clean with minor wet spots. Waste bins are empty but may have minor residue.
Pass	Surfaces have some dust or streaks. High-touch areas show some fingerprints. Floors are mostly clean but may have some debris. Waste bins are emptied but not sanitized.
Fail	Surfaces are visibly dirty with dust and streaks. High-touch areas are not sanitized. Floors are dirty or wet. Waste bins are full or unsanitized.