

Single Room

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

Scope of Work

- Dust all surfaces including furniture, window sills, and fixtures.
- Vacuum carpets and rugs thoroughly.
- Mop hard floors with appropriate disinfectant solutions.
- Sanitize high-touch areas such as door handles, light switches, and remote controls.
- Clean and disinfect bathroom facilities including sinks, toilets, and showers.
- Empty waste bins and replace liners.
- Wipe down and sanitize all horizontal surfaces.
- Ensure all cleaning activities are documented and reported as per facility protocols.

Method

1. Start by removing all waste and debris from the room.
2. Dust all surfaces using microfiber cloths to trap dust and allergens.
3. Vacuum carpets and rugs using a HEPA-filter vacuum cleaner to ensure air quality.
4. Mop hard floors with a neutral pH disinfectant, ensuring no residue is left.
5. Use EPA-registered disinfectants to sanitize high-touch areas.
6. Clean bathroom facilities with appropriate cleaning agents, ensuring all surfaces are disinfected.
7. Replace waste bin liners and ensure bins are clean and odor-free.
8. Conduct a final inspection to ensure all tasks are completed to standard.

Equipment

- Microfiber cloths
- HEPA-filter vacuum cleaner
- Mop and bucket with wringer
- Neutral pH disinfectant
- EPA-registered disinfectants
- Protective gloves and masks
- 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.