

Shared Room

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

Scope of Work

- Dust all horizontal surfaces including furniture, windowsills, and ledges.
- Vacuum all carpeted areas and rugs.
- Mop all hard floor surfaces using appropriate disinfectant solutions.
- Sanitize high-touch areas such as door handles, light switches, and handrails.
- Clean and disinfect shared bathroom facilities, including sinks, toilets, and showers.
- Empty and sanitize waste bins, replacing liners as needed.
- Wipe down and disinfect shared equipment and furniture.
- Ensure all cleaning activities comply with infection control protocols.

Method

1. Begin by dusting all surfaces from top to bottom to prevent resettling of dust.
2. Vacuum carpets and rugs thoroughly, paying special attention to corners and under furniture.
3. Mop hard floors using a two-bucket system to avoid cross-contamination.
4. Use a disinfectant spray on high-touch areas and allow appropriate contact time before wiping.
5. Clean bathroom fixtures with a non-abrasive cleaner, followed by a disinfectant.
6. Remove waste, sanitize bins, and replace liners to maintain cleanliness.
7. Wipe and disinfect shared furniture and equipment, ensuring no residue is left.
8. Follow all infection control guidelines to minimize risk of contamination.

Equipment

- Microfiber cloths
- Vacuum cleaner with HEPA filter
- Mop and bucket with wringer
- Disinfectant sprays and solutions
- Non-abrasive bathroom cleaner
- Trash bags and liners
- Protective gloves and masks

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.