

Speech Therapy Room

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

Scope of Work

- Dust all surfaces including tables, chairs, and equipment.
- Sanitize all high-touch areas such as door handles, light switches, and therapy equipment.
- Vacuum carpeted areas thoroughly.
- Mop hard floor surfaces with appropriate disinfectant.
- Wipe down all furniture and fixtures with disinfectant wipes.
- Empty and sanitize waste bins.
- Clean and sanitize any therapy tools or materials used during sessions.

Method

1. Begin by dusting all surfaces using a microfiber cloth to capture dust and allergens.
2. Apply a hospital-grade disinfectant to all high-touch areas and allow appropriate dwell time for effective sanitization.
3. Use a vacuum cleaner with a HEPA filter to vacuum all carpeted areas, ensuring corners and edges are thoroughly cleaned.
4. Mop hard floors using a two-bucket system to prevent cross-contamination, using a disinfectant solution suitable for healthcare environments.
5. Wipe down all furniture and fixtures with disinfectant wipes, ensuring all surfaces are visibly wet for the required contact time.
6. Empty waste bins, replace liners, and sanitize the interior and exterior of the bins.
7. Clean therapy tools with appropriate cleaning agents, ensuring they are dried and stored properly.

Equipment

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| • Microfiber cloths | • Vacuum cleaner with HEPA filter | • Disinfectant wipes |
| • Hospital-grade disinfectant | • Mop and bucket with wringer | • 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.