

Theatre

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

Scope of Work

- Dust all surfaces, including ledges, sills, and equipment.
- Vacuum all carpeted areas and spot clean stains.
- Mop hard floors with a neutral detergent and sanitise.
- Wipe and sanitise all high-touch surfaces, including door handles, light switches, and handrails.
- Empty rubbish bins and replace liners.
- Clean and sanitise seating areas and armrests.
- Ensure all cleaning is conducted using a colour-coded system to prevent cross-contamination.
- Check and restock hand sanitiser dispensers.

Method

1. Prepare cleaning trolley with appropriate supplies and PPE.
2. Dust all surfaces using a microfibre cloth, starting from high surfaces and working downwards.
3. Vacuum carpets thoroughly, focusing on high-traffic areas.
4. Mop hard floors using a two-bucket system to ensure effective dirt removal.
5. Wipe and sanitise high-touch surfaces with a hospital-grade disinfectant.
6. Empty rubbish bins, ensuring waste is disposed of according to facility protocols.
7. Inspect seating for stains or damage, clean and sanitise as needed.
8. Restock hand sanitiser dispensers and check for functionality.

Equipment

- Microfibre cloths
- Vacuum cleaner with HEPA filter
- Mop and bucket with wringer
- Hospital-grade disinfectant
- Colour-coded cleaning cloths
- Personal protective equipment (PPE)
- Cleaning trolley

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from dust. No stains on carpets or upholstery. No odours present. High-touch surfaces are sanitised and dry. Rubbish bins are empty and clean. Hand sanitiser dispensers are full and operational.
Good	Minor dust on high surfaces. Carpets and upholstery are mostly clean with minor stains. No strong odours. High-touch surfaces are mostly sanitised. Rubbish bins are empty but may have minor residue. Hand sanitiser dispensers are mostly full.
Pass	Noticeable dust on surfaces. Carpets and upholstery have visible stains. Mild odours present. Some high-touch surfaces are not sanitised. Rubbish bins are not emptied. Hand sanitiser dispensers are low.
Fail	Heavy dust accumulation. Carpets and upholstery are heavily stained. Strong odours present. High-touch surfaces are not sanitised. Rubbish bins are overflowing. Hand sanitiser dispensers are empty or non-functional.