

Waste Room

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

Scope of Work

- Remove all rubbish and waste materials from the room.
- Sanitise all surfaces, including floors, walls, and waste bins.
- Ensure all waste bins are lined with appropriate liners.
- Clean and sanitise waste bin lids and handles.
- Check for and remove any spills or stains on the floor.
- Ensure the room is free from odours.
- Inspect and clean any ventilation grilles.
- Ensure all cleaning equipment is stored correctly after use.

Method

1. Wear appropriate personal protective equipment (PPE) including gloves and masks.
2. Use a colour-coded cleaning system to prevent cross-contamination.
3. Remove waste from bins and replace liners.
4. Use a trolley to transport waste to the designated disposal area.
5. Apply a hospital-grade disinfectant to all surfaces and allow the appropriate contact time.
6. Wipe down surfaces with a clean cloth, ensuring all areas are covered.
7. Mop the floor with a disinfectant solution, ensuring no residue is left.
8. Check for any remaining odours and apply odour neutralisers if necessary.
9. Inspect the room to ensure all cleaning tasks are completed to standard.

Equipment

- Colour-coded cleaning cloths and mops
- Hospital-grade disinfectant
- Odour neutraliser
- Waste trolley
- Personal protective equipment (PPE)
- Rubbish bin liners

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and sanitised, no odours present, waste bins are empty and lined, no spills or stains on the floor, ventilation grilles are dust-free.
Good	Surfaces are clean with minor imperfections, faint odours may be present, waste bins are empty but may have minor residue, minor spills or stains on the floor.
Pass	Surfaces are generally clean but with noticeable imperfections, odours are present but not overpowering, waste bins are empty but with visible residue, visible spills or stains on the floor.
Fail	Surfaces are visibly dirty, strong odours present, waste bins are full or not lined, significant spills or stains on the floor, dust present on ventilation grilles.