

Wheelchair Store

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

Scope of Work

- Dust all surfaces including shelves, ledges, and equipment.
- Sanitize all high-touch areas such as door handles and light switches.
- Vacuum all carpeted areas to remove dust and debris.
- Mop all hard floor surfaces with a disinfectant solution.
- Wipe down all storage racks and equipment with a damp cloth.
- Empty and sanitize waste bins.

Method

1. Begin by dusting all surfaces using a microfiber cloth to capture dust particles.
2. Apply a disinfectant solution to high-touch areas and allow it to dwell for the recommended time before wiping clean.
3. Use a vacuum cleaner with a HEPA filter to vacuum all carpeted areas thoroughly.
4. Mop hard floors using a two-bucket system to prevent cross-contamination, ensuring the use of a suitable disinfectant.
5. Wipe down storage racks and equipment with a damp cloth, ensuring all surfaces are free from dust and grime.
6. Empty waste bins, replace liners, and sanitize the interior and exterior of the bins.

Equipment

- Microfiber cloths
- Disinfectant solution
- Vacuum cleaner with HEPA filter
- 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.