

Nursing Room

Code: ANCMF-AU-GB-NR-02 • Facility: Government Building • Frequency: daily

Scope of Work

- Dust all surfaces including benches, tables, and shelves.
- Sanitise all touchpoints such as door handles, light switches, and taps.
- Empty and sanitise rubbish bins.
- Vacuum carpeted areas and mop hard floors.
- Clean and sanitise any nursing equipment present.
- Ensure all cleaning is conducted using colour-coded cleaning systems to prevent cross-contamination.
- Check and refill soap dispensers and hand sanitiser stations.
- Ensure no visible dust, dirt, or debris is present on any surface.

Method

1. Prepare the cleaning trolley with all necessary supplies, ensuring colour-coded cloths and mops are used.
2. Dust all surfaces using a microfibre cloth, starting from the highest point and working downwards.
3. Sanitise all touchpoints with an approved disinfectant, allowing appropriate contact time.
4. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
5. Vacuum carpeted areas thoroughly, paying attention to corners and edges.
6. Mop hard floors using a damp mop and appropriate cleaning solution, ensuring no residue is left.
7. Sanitise nursing equipment with approved disinfectant wipes.
8. Refill soap dispensers and hand sanitiser stations as needed.
9. Conduct a final inspection to ensure all tasks are completed to standard.

Equipment

- Colour-coded microfibre cloths and mops
- Approved disinfectant and cleaning solutions
- Vacuum cleaner
- Cleaning trolley
- Rubbish bin liners
- Disposable gloves
- Hand sanitiser and soap refills

Quality Criteria

Performance Level	Criteria
Excellent	No visible dust, dirt, or debris; all surfaces sanitised; bins empty and sanitised; floors spotless; no odours present; all dispensers full.
Good	Minor dust on high surfaces; all touchpoints sanitised; bins empty; floors clean with minor spots; no strong odours; dispensers mostly full.
Pass	Visible dust on surfaces; touchpoints mostly sanitised; bins not overflowing; floors have visible marks; mild odours; dispensers need refilling.
Fail	Significant dust and dirt; touchpoints not sanitised; bins overflowing; floors dirty; strong odours present; dispensers empty.