

## Blood Collection Room

Code: ANCMF-AU-HF-BCR-01 • Facility: Healthcare Facility • Frequency: daily

### Scope of Work

- Dust all horizontal surfaces including benches, shelves, and equipment.
- Sanitise all high-touch surfaces such as door handles, light switches, and taps.
- Mop floors using a colour-coded system to prevent cross-contamination.
- Empty and sanitise rubbish bins, ensuring proper waste segregation.
- Clean and sanitise sinks and taps.
- Wipe down all seating and patient contact areas with approved disinfectant.
- Ensure all cleaning is conducted in accordance with infection control guidelines.

### Method

1. Prepare the cleaning trolley with all necessary equipment and supplies, ensuring colour-coded cloths and mops are used.
2. Dust all surfaces using a damp microfibre cloth to capture dust particles.
3. Sanitise high-touch areas with a hospital-grade disinfectant, allowing appropriate contact time.
4. Mop the floor using a damp mop and a neutral detergent, followed by a disinfectant solution.
5. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
6. Clean sinks and taps with a non-abrasive cleaner, followed by a disinfectant wipe.
7. Inspect the room to ensure all areas meet the quality criteria before leaving.

### Equipment

- Colour-coded microfibre cloths and mops
- Hospital-grade disinfectant
- Neutral detergent
- Cleaning trolley
- Rubbish bin liners
- Personal protective equipment (PPE)

### Quality Criteria

Performance Level	Criteria
<b>Excellent</b>	All surfaces are visibly clean and free from dust, dirt, and smudges. No odours present. High-touch areas sanitised with no residue. Floors are spotless and dry. Rubbish bins are empty and sanitised.
<b>Good</b>	Surfaces are mostly clean with minimal dust or smudges. No strong odours. High-touch areas sanitised with minimal residue. Floors are clean with slight dampness. Rubbish bins are empty with minor marks.
<b>Pass</b>	Surfaces have some dust or smudges. Mild odours may be present. High-touch areas sanitised but with visible residue. Floors are clean but damp. Rubbish bins are emptied but not sanitised.
<b>Fail</b>	Surfaces are visibly dirty with dust and smudges. Strong odours present. High-touch areas not sanitised. Floors are dirty or wet. Rubbish bins are full or not emptied.