

## Central Sterile Supply

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

### Scope of Work

- Dusting all surfaces including shelves, benches, and equipment.
- Sanitising all work surfaces and equipment with hospital-grade disinfectant.
- Mopping floors with a colour-coded system to prevent cross-contamination.
- Emptying and sanitising rubbish bins.
- Cleaning and sanitising sinks and taps.
- Wiping down walls and high-touch areas.
- Vacuuming any carpeted areas with HEPA-filtered equipment.

### Method

1. Prepare cleaning trolley with all necessary supplies, ensuring colour-coded cloths and mops are used.
2. Dust all surfaces using a damp microfibre cloth to capture dust and prevent dispersal.
3. Sanitise work surfaces and equipment using a hospital-grade disinfectant, ensuring contact time as per manufacturer's instructions.
4. Mop floors using a two-bucket system to prevent cross-contamination, starting from the farthest corner and working towards the exit.
5. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
6. Clean sinks and taps with a non-abrasive cleaner, ensuring all soap scum and mineral deposits are removed.
7. Wipe down walls and high-touch areas with disinfectant wipes, focusing on door handles, light switches, and equipment controls.
8. Vacuum carpeted areas using a HEPA-filtered vacuum to ensure dust and allergens are effectively removed.

### Equipment

- Colour-coded microfibre cloths and mops
- Hospital-grade disinfectant
- Two-bucket mopping system
- HEPA-filtered vacuum cleaner
- Non-abrasive cleaner for sinks and taps
- Disinfectant wipes
- Cleaning trolley

### Quality Criteria

| Performance Level | Criteria                                                                                                                                                                                                                          |
|-------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Excellent</b>  | All surfaces are visibly clean and free from dust, dirt, and stains. No odours present. Floors are spotless with no streaks. High-touch areas are sanitised and free from smudges. Rubbish bins are empty, clean, and odour-free. |
| <b>Good</b>       | Surfaces are mostly clean with minor dust or smudges. Floors have minimal streaks. High-touch areas are mostly sanitised. Rubbish bins are empty and clean with slight odour.                                                     |
| <b>Pass</b>       | Surfaces have some dust or smudges. Floors have visible streaks. High-touch areas are partially sanitised. Rubbish bins are empty but not fully clean.                                                                            |
| <b>Fail</b>       | Surfaces are visibly dirty with dust, dirt, or stains. Floors have significant streaks or dirt. High-touch areas are not sanitised. Rubbish bins are full or dirty with noticeable odour.                                         |