

Patient Room

Code: ANCMF-AU-HF-PR-04 • Facility: Healthcare Facility • Frequency: daily

Scope of Work

- Dust all horizontal surfaces including bed frames, bedside tables, and window sills.
- Sanitise high-touch areas such as door handles, light switches, and bed rails.
- Clean and disinfect the bathroom, including the toilet, sink, and shower.
- Empty and sanitise rubbish bins.
- Vacuum and mop floors using a colour-coded system to prevent cross-contamination.
- Replace bed linens and towels with fresh, sanitised items.
- Ensure all cleaning products and equipment are stored safely and securely on the trolley.

Method

1. Begin by donning appropriate personal protective equipment (PPE) as per infection control guidelines.
2. Use a damp microfibre cloth to dust all surfaces, starting from the highest point and working downwards.
3. Apply a hospital-grade disinfectant to high-touch areas and allow the recommended contact time before wiping clean.
4. Clean the bathroom using separate, colour-coded cloths and mops for the toilet and other surfaces.
5. Empty rubbish bins, replace liners, and sanitise the bin interior and exterior.
6. Vacuum the floor using a HEPA-filtered vacuum cleaner, then mop with a disinfectant solution.
7. Replace bed linens and towels, ensuring they are handled with clean gloves.
8. Conduct a final inspection to ensure all tasks are completed to standard.

Equipment

- Microfibre cloths (colour-coded)
- Hospital-grade disinfectant
- HEPA-filtered vacuum cleaner
- Mop and bucket (colour-coded)
- Rubbish bin liners
- Personal protective equipment (PPE)
- Cleaning trolley

Quality Criteria

Performance Level	Criteria
Excellent	All surfaces are visibly clean and free from dust and debris; high-touch areas are sanitised with no visible residue; no odours present; bathroom fixtures are spotless and disinfected; floors are clean and dry with no streaks; rubbish bins are empty and sanitised.
Good	Minor dust or smudges on non-critical surfaces; high-touch areas are mostly sanitised; faint odours may be present; bathroom fixtures are mostly clean; floors are clean but may have minor streaks; rubbish bins are empty but not sanitised.
Pass	Noticeable dust or smudges on surfaces; high-touch areas are inconsistently sanitised; noticeable odours; bathroom fixtures have visible water spots; floors are clean but damp; rubbish bins are not emptied.
Fail	Visible dirt and dust on surfaces; high-touch areas are not sanitised; strong odours present; bathroom fixtures are dirty; floors are dirty or wet; rubbish bins are overflowing.