

APPENDIX 7: CLEANING SCHEDULE

MINIMUM CLEANING FREQUENCY & METHOD OF ELEMENTS WITHIN SPECIFIED RISK CATEGORIES

PLEASE NOTE: 1. "As required" means when the item is visibly soiled.
2. If any element is visibly soiled it will require cleaning in addition to the specified frequency.

No.	ELEMENT	MINIMUM CLEANING FREQUENCY				CLEANING METHOD		DISCHARGE CLEANING	
		Apply during a Standard Clean or Isolated Case Clean			Apply during an Outbreak Clean	Apply during a Standard clean	Apply for a single case and an outbreak clean	Apply during a Standard clean	Apply for a single case and an outbreak clean
		LOW RISK FUNCTIONAL AREA	MODERATE RISK FUNCTIONAL AREA	HIGH RISK FUNCTIONAL AREA	VERY HIGH RISK	STANDARD CLEAN	TRANSMISSION BASED PRECAUTIONS CLEAN	STANDARD DISCHARGE CLEAN	TRANSMISSION BASED PRECAUTIONS DISCHARGE CLEAN
Patient room									
1	Bed components:- (including cots) bed safety rails (contact points) bed frame & attachments (contact points) (eg, alcohol rub dispenser, notes folder, clipboard) underneath bed (frame)	Weekly	Daily	Daily	Twice daily	Detergent	Detergent + disinfectant	✓ (all surfaces)	✓
2	Call bell, TV remote, bedside telephone	Weekly	Daily	Daily	Daily	Detergent	Detergent + disinfectant	✓	✓
3	Chair	Weekly	Daily	Daily	Twice daily	Detergent	Detergent + disinfectant	✓	✓
4	High touch surfaces in immediate patient areas (ie, door knobs, handles, light switches, hand basin)	Weekly and spot clean daily	Daily	Daily	Twice Daily	Detergent	Detergent + disinfectant	✓	✓
5	Locker (contact points)	Weekly	Daily	Daily	Twice daily	Detergent	Detergent + disinfectant	✓ (all surfaces)	✓
6	Mattress & pillow (waterproof covering)	* As required	* As required	* As required	* As required	Detergent	Detergent + disinfectant	✓	✓
7	Overway & bedside table (contact points)	Weekly	Daily	Daily	Twice daily	Detergent	Detergent + disinfectant	✓ (all surfaces)	✓
8	Patient bedside monitor screen (contact points)	Weekly	Daily	Daily	Twice daily	Detergent	Detergent + disinfectant <small>NOTE: only use approved disinfectant on monitors as it may damage screens</small>	✓ (all surfaces)	✓
Non-movable fixtures and fittings (all functional areas)									
9	Air vents external surfaces (ceiling)	Annual & spot clean as required	Annual & spot clean as required	Annual & spot clean as required	Annual & spot clean as required	Detergent / damp dust	Detergent + disinfectant		
10	Door vents	Weekly	Weekly	Weekly	Weekly	Detergent / damp dust	Detergent + disinfectant		
11	Floor (Carpet)** <small>NOTE: Carpet is NOT recommended in patient-care environments.</small>	Vacuum weekly Wash/ steam clean every 1 - 2 years (depending on traffic)	Vacuum Daily Wash/steam clean 6-monthly to annually	Vacuum Daily Wash/Steam clean - Patient room: monthly - All other areas: 6-monthly to annually	Vacuum twice daily Wash/steam clean weekly	Vacuum with HEPA filter Shampoo or steam clean	Vacuum with HEPA filter Shampoo or steam clean	✓	✓
12	Floor (Non-carpet) <small>NOTE: Frequency may need to be increased depending on traffic, manufacturers specifications & nature/condition of flooring.</small>	Dust removal and clean twice-weekly	Dust removal and clean daily	Dust removal and clean daily	Dust removal and clean twice daily	Detergent for routine. <small>NOTE: Consider electrostatic mops when appropriate</small>	Detergent + disinfectant <small>NOTE: check disinfectant is compatible with surface material</small>	✓	✓
13	Glazing, internal excl high windows (e.g. windows, glass partitions)	Spot clean and/or wash as required	Spot clean and/or wash as required	Spot clean and/or wash as required	Spot clean and/or wash as required	Glass/Window Cleaner	Glass/Window Cleaner		✓
14	Patient bedside curtains <small>NOTE: if antimicrobial curtains are used frequency may be adjusted according to manufacturer's recommendations.</small>	Annually	Twice per year	Monthly	Weekly	Replace with laundered curtains	Replace with laundered curtains		✓
15	Horizontal surfaces (general)	Weekly	Daily	Daily	Twice daily	Detergent	Detergent + disinfectant	✓	✓
16	Wall mounted TV, curtain rails, light fittings	Monthly	Weekly	Weekly	Weekly	Detergent / damp dust	Detergent + disinfectant	✓	✓
17	Wall-mounted oxygen & suction equipment	Monthly	Weekly	Daily	Daily	Detergent	Detergent + disinfectant	✓	✓
18	Walls + ceilings	Spot clean and/or wash as required	Spot clean and/or wash as required	Spot clean and/or wash as required	Spot clean and/or wash as required	Detergent / damp dust	Detergent / damp dust		✓ <small>(NOTE: spot clean only)</small>
19	Window treatment (blinds, curtains)	Every 2 years & as required	Annual & as required	Annual & as required	Annual & as required	Replace with laundered curtains or steam clean while in place.	Replace with laundered curtains or steam clean while in place.		×/✓ <small>(NOTE: advice should be sought from local Infection Control Co-ordinator)</small>

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Shared patient equipment

NOTE: if the below mentioned elements cannot be adequately cleaned they are required to be disposable. Cleaning of these items between patient use is normally performed by nursing staff

20	Blood pressure cuff	Between patient use	Between patient use	Between patient use	Between patient use	Detergent	Detergent + disinfectant		
21	Commode	Weekly & between patient use	Daily & between patient use	Daily & between patient use	Daily & between patient use	Detergent + disinfectant	Detergent + disinfectant		
22	Diagnostic equipment	Weekly & between patient use	Weekly & between patient use	Weekly & between patient use	Weekly & between patient use	Detergent. (Follow manufacturer's recommendations).	Detergent + disinfectant Follow manufacturer's recommendations.		
23	IV stand & poles	Monthly & between patient use	Weekly & between patient use	Daily & between patient use	Daily & between patient use	Detergent	Detergent + disinfectant		
24	Manual handling equipment (ie, hoists, patient slide board, slings)	Between patient use	Between patient use	Between patient use	Between patient use	Detergent	Detergent + disinfectant		
25	Medical equipment (eg, IV infusion, pumps, mobile oxygen, pulse oximeters)	Weekly & between patient use	Daily & between patient use	Daily & between patient use	Daily & between patient use	Detergent	Detergent + disinfectant		
26	Nebuliser, portable (when in use)	Monthly & between patient use	Weekly & between patient use	Daily & between patient use	Daily & between patient use	Detergent	Detergent + disinfectant		
27	Telephone (ward cordless)	Between patient use	Between patient use	Between patient use	Between patient use	Detergent	Detergent + disinfectant		
28	Trolley (dressing, resuscitation, etc.)	Monthly & between patient use	Weekly & between patient use	Twice weekly & between patient use	Daily & between patient use	Detergent	Detergent + disinfectant		
29	Urinary catheter stand / bracket	Monthly & between patient use	Weekly & between patient use	Daily & between patient use	Daily & between patient use	Detergent + disinfectant	Detergent + disinfectant		
30	Washbowl, patient	Between patient use	Between patient use	Between patient use	Between patient use	Detergent	Detergent + disinfectant		
31	Wheelchair	Monthly & between patient use	Monthly & between patient use	Daily & between patient use	Daily & between patient use	Detergent	Detergent + disinfectant		
32	Fan, patient (contact points only)	Weekly & between patient use	Daily & between patient use	Daily & between patient use	Daily & between patient use	Detergent	Detergent + disinfectant		

Frequency refers to when the element is in use (not in a storeroom)

Between patient use means between individual patients and cleaning of only contact points and other surfaces as required

Upon patient discharge or before storage thoroughly clean all surfaces

Wet areas

33	Single patient use facilities (includes: hand basin, bidet, toilet, toilet-seat raiser, soap & paper dispenser, shower, bath, floor)	Daily	Daily	Daily	Daily	Detergent + disinfectant	Detergent + disinfectant	✓	✓
34	Shared patient ensuite and/or communal use facilities (includes: hand basin, bidet, urinal/toilet, toilet-seat raiser, soap & paper dispenser)	Daily ++	Daily ++	Twice Daily ++	Twice Daily ++	Detergent + disinfectant	Detergent + disinfectant	✓	✓
	Shower cubicle	Daily & spot clean after use	Daily & spot clean after use	Daily & spot clean after use	Daily & spot clean after use				
	Shower curtain	replace monthly & clean as required	replace monthly & clean as required	replace monthly & clean as required	replace & clean as required				
	Bath	Daily & after use	Daily & after use	Daily & after use	Daily & after use				
35	Toilet facilities (general public, non-patient use)	Daily ++	Daily ++	Daily ++	Daily ++	Detergent + disinfectant	Detergent + disinfectant	✓	✓
36	Bathroom air vents (external surfaces)	Monthly & as required	Monthly & as required	Monthly & as required	Monthly & as required	Detergent + disinfectant	Detergent + disinfectant		

++ = means that the hospital administration will need to factor in the usage and where necessary increase the scheduled frequency of cleaning to ensure standards are adequately maintained.

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Other areas / elements									
37	Plant room, engineering workshop, non-sterile supply, record storage	Monthly	N/A	N/A	N/A	Detergent			
38	Barouche	Monthly & between patient use	Monthly & between patient use	Monthly & between patient use	Monthly & between patient use	Detergent	detergent + disinfectant		
39	Cleaners room	Weekly & as required	Weekly & as required	Weekly & as required	Weekly & as required	Detergent			
40	Cleaning equipment	After use	After use	After use	After use	Detergent	Detergent + disinfectant		
41	Drug room	Weekly	Daily	Daily	Daily	Detergent	Detergent + disinfectant		
42	Equipment reprocessing areas (ie, non-central)	Daily	Daily	Daily	Daily	Detergent + disinfectant	Detergent + disinfectant		
43	Fridge (includes patient use, staff use food storage)	Monthly & defrost as required Daily spot check Clean when necessary	Monthly & defrost as required Daily spot check Clean when necessary	Monthly & defrost as required Daily spot check Clean when necessary	Monthly & defrost as required Daily spot check Clean when necessary	Detergent + Food Grade Sanitiser			
44	Fridge (incl blood, vaccine storage) Usually performed by nursing staff	Monthly & defrost as required Daily spot check Clean when necessary	Monthly & defrost as required Daily spot check Clean when necessary	Monthly & defrost as required Daily spot check Clean when necessary	Monthly & defrost as required Daily spot check Clean when necessary	Detergent			
45	High touch surfaces excluding immediate patient areas (eg, corridor hand rails, alcohol hand rub dispenser, door knobs, elevator controls)	Weekly Spot clean as required	Daily	Daily	Twice Daily	Detergent	Detergent + disinfectant		
46	Nurses station (benches, computers & keyboards)	Daily	Daily	Daily	Daily	Detergent	detergent + disinfectant		
47	Pan Room /dirty utility	Daily	Daily	Daily	Twice daily	Detergent + disinfectant	Detergent + disinfectant		
48	Soiled linen skip/trolley	Weekly	Weekly	Weekly	Contact points: daily Whole: weekly	Detergent	Detergent + disinfectant		
49	Telephone (fixed ward & public)	Daily	Daily	Daily	Daily	Detergent	Detergent + disinfectant		
50	Television (public areas)	Weekly	Weekly	Weekly	Weekly	Detergent			
51	Treatment chair (eg, haemodialysis, chemotherapy, dental, podiatry)	NA	Daily and between patients	Daily and between patients	Daily and between patients	Detergent + disinfectant	Detergent + disinfectant		
52	Treatment room surfaces (e.g. benchtops, cupboards, etc)	NA	Daily & as required	Daily & as required	Daily & as required	Detergent	Detergent + disinfectant		
53	Waste receptacle (NOTE: MGB & sharps bin are excluded)	Weekly & spot clean as required	Weekly & spot clean as required	Weekly & spot clean as required	Weekly & spot clean as required	Detergent	Detergent + disinfectant		
54	Ward pantry / kitchenette (incl. microwave)	Daily	Daily	Daily	Daily	Detergent + Food Grade Sanitiser			