

CLEANING SCHEDULES

Hospital:

High Risk WARD KITCHENS	Standard	Cleaning frequencies
Dishwashers	Dishwashers should be visibly clean with no blood or body substances, dust, dirt, debris, spillages or food debris	1 full clean daily
Fridges and Freezers	Fridges and freezers should be visibly clean with no blood or body substances, dust, dirt, debris, spillages, food debris or build up of ice	1 check clean daily 1 full clean weekly (remove all contents to clean) Defrost freezer monthly
Hot Water Boilers	Hot water boilers should be visibly clean with no blood or body substances, dust, dirt, debris, or spillages and de scaled.	1 check clean daily 1 full clean weekly
Kitchen Cupboards	Kitchen cupboards should be visibly clean with no blood or body substances, dust, dirt, debris, stains, spillages or food debris	1 full clean weekly
Microwaves	All microwave surfaces should be visibly clean with no blood or body substances, dust, dirt, debris, spillages or food debris	1 full clean daily 1 check clean daily
Sinks	The sink and wall attached dispensers should be visibly clean with no blood or body substances, dust, dirt, debris, lime scale, stains or spillages. Plugholes and overflow should be free from build up	1 Full clean daily 1 Check clean Daily
Replenishment	There should be plenty of all consumables and soap	2 x Daily 1 x Spot check
Walls	All wall surfaces including skirting should be visibly clean with no blood and body substances, dust, dirt, debris, adhesive tape or spillages	1 check clean daily 1 full clean weekly (dust only) 1 full washing yearly TBC
Ceilings	All ceiling surfaces should be visibly clean with no blood and body substances, dust, dirt, debris, adhesive tape or spillages	1 High Dust monthly 1 full washing yearly (Solid Only)

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All Doors	All parts of the door structure should be visibly clean so that all door surfaces, vents, frames and jambs have no blood or body substances, dust, dirt, debris, adhesive tape or spillages	1 full clean daily
All Internal Glazing, including partitions	All internal glazed surfaces should be visibly clean and smear free with no blood or body substances, dust, dirt, debris, adhesive tape or spillages. They should have a uniform shine appearance	1 check clean daily 1 full clean weekly
All external glazing	All external glazed surfaces should be clean	1 full clean every (Contracted)
Switches, sockets, data points	All wall fixtures should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean daily
Radiators	All parts of radiators (including between panels) should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean daily Deep clean yearly ? Have we got any?
Ventilation grilles, extract and inlets	The external part of the ventilation grille should be visibly clean with no blood or body substances, dust, dirt, debris or cobwebs.	1 full clean weekly ? Extraction Limits 2/4 times per year?
Floor – Hard/Vinyl	The complete floor including all edges, corners and main floor spaces should have a uniform finish or shine and be visibly clean with no blood or body substances, dust, dirt, debris or spillages.	Dust removal 1 full clean daily + 1 check clean daily Wet mop 1 full clean daily + 1 check clean daily Machine clean weekly
Low Surfaces	All surfaces should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean daily 1 check clean daily
High Surfaces	All surfaces should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape or spillages.	1 full clean weekly 1 check clean weekly
Tables	All parts of the table (including wheels, castors and underneath) should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape, stains or spillages	1 full clean daily 2 check cleans daily
Hand wash containers	All parts of the surfaces of hand soap and paper towel containers should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape, stains or spillages	Daily Full Clean

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Waste receptacles	The waste receptacle should be visibly clean with no blood or body substances, dust, dirt, debris, adhesive tape, stains or spillages. Receptacles should be emptied frequently and not allowed to overflow	1 full clean daily (External) 1 check clean daily Deep clean weekly (Internal)
Pest control devices	The pest control device should be free from dead insects, animals or birds and be visibly clean	1 full clean monthly (Contracted)
Electrical items	The casing of electrical items should be visibly clean with no blood or body substances, dust, dirt, debris or adhesive tape	1 full clean daily
Cleaning equipment	Cleaning equipment should be visibly clean with no blood or body substances, dust, dirt, debris or moisture	Full clean after each use
Fly Screens		